

WAYLAND BOARD OF PUBLIC WORKS

DPW Facility
66 River Road
Wayland, MA 01778
February 13, 2018

MEETING MINUTES

Present: M. Lowery (Acting Chair), T. Abdella, J. Mishara, M. Wegerbauer, T. Holder (DPW Director)

DPW Staff in Attendance: Daniel Cabral (Office Coordinator-Administrator), Joe Doucette (DPW Superintendent)

Meeting opened at 7:00 PM

Lowery announced that the meeting is being recorded.

Lowery reviewed the agenda.

Announcements

Lowery noted that Town Administrator Nan Balmer has chosen not to seek the renewal of her contract, which expires in September.

Lowery noted that there is an upcoming League of Women Voters Article Forum where the Board will have the opportunity to discuss the Advanced Water Meter Reading Infrastructure Article.

Public Comment

Cliff Lewis of 33 Claypit Hill Road noted that, given the fact that there is an election scheduled in April, he does not feel it necessary for the Board to fill the vacancy left by the passing of Woody Baston.

Water Abatement Review: 7 Lingley Lane

Debbie and Jay Davis of 7 Lingley Lane appeared before the Board to discuss their request for abatement.

Wegerbauer explained the abatement process and how abatements are typically calculated.

Mishara made a motion to abate the usage down to 14,800 units, waiving all interests and fees.

Abdella second, all in favor.

Lowery described the upcoming Town Meeting article seeking funding to install an advanced meter reading infrastructure that could potentially detect leaks such as this.

Items Included in the Packet for Discussion
- 7 Lingley Lane Water Abatement Request

Discussion and Possible Vote(s) on 2018 ATM Articles and Omnibus Budget

Lowery discussed the current draft of the Advanced Water Meter Reading Infrastructure (AMI) that the Finance Committee recently voted to support.

Abdella distributed a handout examining similar AMI systems currently in use.

Lowery described a recent Board of Health meeting concerning the safety of AMI system.

The Board discussed the potential granting of hardship abatements to qualifying residents.

Abdella noted that it is the consensus of the Board that relief from the costs to opt out of the AMI system would be granted to those who qualify under the Assessor's Tax relief program.

Wegerbauer made a motion to approve the amendments made to the 2018 ATM article Advanced Water Meter Reading Infrastructure, dated 2/12/2018.

Mishara 2nd, all in favor.

Lowery noted that the Finance Committee is still seeking to reduce the Town-wide operating budget by \$300,000.

The Board discussed the proposed project manager position, and discussed potential alternatives.

Holder discussed the need for the project manager position and the role the position would play within the Town.

Lowery suggested that the Board consider the option of postponing the creation of the position.

Abdella added that he feels it is the Board's role to advise Holder on the status of the operational budget and offer recommendations.

Holder discussed strategies for the presentation of the AMI article informational forum scheduled for 3/13/2018.

Abdella requested that a discussion on the informational forum be scheduled for the next meeting.

Items Distributed for Review:

- 2/12/2018 Advanced Water Meter Reading Infrastructure Article Draft
- Radio Frequency Comparison of Common Sources
- Bolton Point Water System description
- Kaua'i Island Water System description

DPW Director's Financial Report

The Board reviewed the DPW Financial Report.

Items Included in the Packet for Discussion:

- 2/2/2018 Financial Report

Discussion and Possible Board Vote to Respond to Selectmen Regarding Possible Appointment of BOPW Vacancy

The sense of the Board was that since an election is scheduled for April, an interim appointment is not necessary.

Permitting Status of Potential DPW Projects

Holder distributed a list of DPW projects and their current status.

Holder discussed the status of the South Landfill Repurposing Project, noting that the site has not been optimally maintained since it was capped.

Water Department Superintendent Don Millette described a DEP asset management grant recently awarded that will catalog the Water Division's equipment to aid in budgeting for future repairs and capital equipment replacement.

Items Distributed for Review:

- DPW Projects and Permits list

Board Members' Reports, Concerns, and Updates

Lowery asked about the status of preparing the triangular laydown area.

Holder replied that preparation of the site is still underway, with an anticipated usage date of June 2018.

Lowery asked when construction will begin on the landfill access road.

Holder replied that it is due to be bid, with the work anticipated to be performed this summer.

Lowery discussed the status of the Library drainage system, and expressed his desire for the DPW to ensure the system will operate as it should.

Holder noted that Eversource seeks permission to install a utility pole on Old Connecticut Path to service a new development.

Holder suggested that the DPW create a memo on status of the pole that the Board could subsequently vote on, which could then be forwarded to the Board of Selectmen.

Although voted in the previous meeting, the Board agreed to defer appointing a member to the Community Preservation Committee until the upcoming election occurs.

Review and Approve the Minutes of the 1/23/18 Meeting

Lowery noted several corrections to pages 1, 2, 4, and 5.

Abdella made a motion to accept the minutes of the 1/23/18 meeting as amended.

Wegerbauer 2nd, all in favor.

Items Included in the Packet for Discussion
- 1/23/18 BOPW Meeting Minutes Draft

Abdella made a motion to adjourn.

Mishara 2nd, all in favor.

Meeting adjourned at 8:45 PM.

Respectfully submitted,
Daniel Cabral
DPW Business Manager