

# WAYLAND BOARD OF PUBLIC WORKS

DPW Facility  
66 River Road  
Wayland, MA 01778  
September 26, 2017

## MEETING MINUTES

Present: W. Baston (Chair), J. Mishara, M. Wegerbauer T. Holder (DPW Director)

Absent: T. Abdella, M. Lowery

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

Meeting opened at 7:19 PM

Baston announced that the meeting is being recorded.

Baston reviewed the agenda.

Baston asked for public comment – there was none.

### **Irrigation Application Review – 23 Country Corners Road**

Tyler Lock and Austin Antico appeared before the Board to discuss the irrigation application of 23 Country Corners Road.

Mishara made a motion to approve the irrigation application for 23 Country Corners Road.

Wegerbauer 2<sup>nd</sup>, all in favor.

*Items Included in the Packet for Discussion*  
*- 23 Country Corners Irrigation Application*

### **Discussion of Automated Meter Reading Systems**

The Board discussed the contents of the technical memorandum received from Tata & Howard.

Holder noted that representatives of Tata & Howard plan to attend the 10/10/2017 Board meeting to discuss the technical memorandum further.

The Board discussed the contents of the memorandum, including estimated costs associated with a fixed network or cellular network.

Wegerbauer expressed his desire for the costs associated with meter replacement be requested on a separate CIP from the advanced meter reading system CIP.

Baston noted that there was no discussion of an 'opt-out' option in the memorandum.

***Items Included in the Packet for Discussion***

*- 9/18/2017 Tata & Howard Technical Memorandum – Water Meters and Advanced Metering Infrastructure Evaluation*

**Discussion on the Status of Private Ways in Preparation for 10/2/17 Board of Selectmen Meeting**

Baston described a recent Board of Selectmen meeting attended by him and Lowery where the status of Private Roads was discussed.

Holder noted that the list of private roads will be included in 10/2/2017 Board of Selectmen meeting packet.

The Board reviewed the list of private roads, noting that Audubon Road, Carroll Court, Cormans Lane, Curtiss Road, Hemlock Road, Jennison Road, Maple Street, Pine Road, Quincy Road, Reservoir Road Extension, River Terrace, Wampum Path, and Winthrop Place have been proposed to be added to the list of private roads the DPW no longer plows or performs repairs on.

Mishara made a motion to support the analysis to discontinue plowing and performing limited repairs on the private roads specified in the document dated 9/26/2017.

Wegerbauer 2<sup>nd</sup>, all in favor.

***Items Distributed for Discussion***

*- 9/26/17 List of private roads in Wayland*

**Discussion and Possible Board Vote on BOPW Special Town Meeting Articles**

Baston noted that the Finance Committee accepted the article for the demolition of 107 Old Sudbury at a meeting earlier in the day.

Baston noted that the Board of Public Works has not specifically voted on the source of funding for the article.

Holder noted that discussion of the Finance Committee indicated that they had assumed it would be paid from retained earnings.

The Board discussed the merits of funding the article from retained earnings or borrowing.

Baston suggested that Finance Committee member Carol Martin be consulted prior to the Board of Public Works determining the funding source of the article.

Baston noted that the Finance Committee had inquired if the Board of Public Works has taken a vote in support of the Historical Commission article to relocate the Castle Gate Pillars.

Wegerbauer made a motion to support the Historical Commission article to relocate the Castle Gate Pillars using CPC funding.

Mishara 2<sup>nd</sup>, all in favor.

***Items Included in the Packet for Discussion***

*- 107 Old Sudbury Road Demolition Article*

**Discussion of Transfer Station Budget**

Holder discussed the status of the Transfer Station budget and reviewed the multi-year budget comparison.

Holder described a recent meeting with Finance Director Brian Keveny, which will result in the re-allocation of fringe benefit charges incurred by the Transfer Station in FY17 and FY18.

Wegerbauer requested that the overall portion of the Transfer Station's administrative costs be based on actual expenses and not the revolving fund spending cap.

***Items Included in the Packet for Discussion***

*- 9/21/2017 Transfer Station Budget Comparison*

*- Trash Bag Pricing Analysis*

*- Transfer Station Cost Comparison*

*- FY17 Transfer Station Indirect/Administration & Fringe Benefit Cost Analysis*

**DPW Director's Financial Report**

The Board reviewed the DPW Operational Budget Summary.

***Items Included in the Packet for Discussion***

*- 9/15/2017 DPW Budget Summary*

**Board Members' Reports, Concerns, and Updates**

Mishara asked about the status of the Route 27 and Route 30 intersection project.

Holder noted that he has been in discussion with MassDOT representatives, and the utility poles are scheduled to be removed by the end of the construction season.

Baston noted that a meeting needs to be scheduled with the Recreation Commission as well as a Tree Hearing in conjunction with the Planning Board.

The Board determined that the next meetings will occur on 10/10/2017 and 10/24/2017, with the 10/24/17 meeting to include a public tree hearing as well.

Baston asked about the status of the Route 20 South laydown area report.

Holder replied that an initial report has been received for review.

Baston asked about the status of the irrigation system at 150 Main Street.

Holder replied that the system is a combination of spray and drip irrigation, and will fall below the 5000 square foot threshold.

**Review and Approve the Minutes of the 9/12/2017 Meeting**

Mishara noted that he was present for the 9/12/2017 meeting.

Mishara made a motion to accept the minutes of the 9/12/2017 meeting as amended.

Baston 2<sup>nd</sup>, all in favor.

***Items Included in the Packet for Discussion***  
***- 9/12/2017 BOPW Meeting Minutes Draft***

Wegerbauer made a motion to adjourn.

Mishara 2<sup>nd</sup>, all in favor.

Meeting adjourned at 8:43PM.

Respectfully submitted,  
Daniel Cabral  
DPW Office Coordinator-Administrator