

WAYLAND BOARD OF PUBLIC WORKS

Wayland DPW Facility

June 28, 2016

7:00 PM

MEETING MINUTES

Present: C. Brown, (Chair), M. Lowery (Vice Chair), W. Baston, D. Millette (DPW Water Superintendent), J. Doucette (DPW Senior Foreman)

Absent: J. Mishara

Meeting opened at 7:00 PM

Brown noted that the meeting is being recorded.

Brown opened the meeting with a review of the agenda.

Brown asked for public comment – there was none.

Request for Road Opening for Gas Service Installation at 268 Commonwealth Road

Joe Doucette described the order of conditions drafted by the DPW to allow a road opening for the installation of a gas service at 268 Commonwealth Road.

Brown made a motion to approve the road opening order of conditions as drafted.

Wegerbauer 2nd, all in favor.

Items Included as Part of Agenda Packet for Discussion

- 6/23/2016 Order of Conditions Draft

Items Distributed for Discussion

- 6/23/2016 Order of Conditions for signature

Water Abatement Request – 97 Hillside Drive

Brown noted that the resident was not available to attend, but agreed to allow the Board to discuss the request for abatement in his absence.

Brown made a motion to abate 5/9/2016 water bill from 9300 units down to 1600 units, waving all interest and fees.

Baston 2nd, all in favor.

Items Included as Part of Agenda Packet for Discussion

- 97 Hillside Drive request for water abatement

Irrigation Application Review – 386 Commonwealth Road

Ron Moberg of Twin Pines Landscaping appeared before the Board to discuss the application for the installation of an irrigation system at 386 Commonwealth Road.

Millette noted that there was no representation of the septic system on the hand-drawn plans received.

The Board discussed what needs to be represented on plans for irrigation systems.

Lowery noted that plans need to show the septic system as well as any wetlands boundaries.

Moberg noted that he will develop a more descriptive plan for Board review at a future meeting.

Lowery described the nature of irrigation systems, noting that the Board policy dictates that abatements for no more than 20% of lost water due to irrigation system malfunctions would be granted.

Lowery noted that pending water regulations may significantly restrict the usage of irrigation systems in the future.

Brown urged the installation of a master valve in irrigation systems.

Lowery described pending regulations that would impose more restrictions on Towns that use over 65 gallons per day, per person.

The Board agreed to defer the vote on the irrigation system of 386 Commonwealth Road to a future meeting following the creation of adequate plans.

Items Included as Part of Agenda Packet for Discussion

-386 Commonwealth Application and Agreement for the Installation of an Underground Irrigation System

Irrigation Application Review – 16 Forty Acres

Ron Moberg of Twin Pines Landscaping described the application for the installation of an irrigation system at 16 Forty Acres with the Board.

Lowery noted that the hand-drawn plan provided does not depict the location of the septic system.

Baston suggested that Moberg appear at a future Board meeting with adequate plans of the proposed irrigation system at 16 Forty Acres.

Moberg left without a vote and plans to return to a later meeting with adequate plans.

Items Included as Part of Agenda Packet for Discussion

- 16 Forty Acres Application and Agreement for the Installation of an Underground Irrigation System

Irrigation Application Review – Tripolis Circle

Kenny Cabral of Cabral Irrigation appeared before the Board to discuss the application for the installation of an irrigation system at Tripolis Circle.

Linda Segal of 9 Aqueduct Road noted that this is a 40B project with a comprehensive Building Permit issued for the property, and urged the Board to review any information the Building Department may have on the property.

Lowery suggested that the irrigation application ask for any pertinent information that was a part of permits issued by other Town entities.

Brown made a motion to approve the application for installation of an irrigation system at Tripolis Circle, subject to the installation of a dedicated water meter for the irrigation system, and subject to any other agreements in permits granted by other Town agencies.

Baston 2nd.

Wegerbauer, Brown, Baston in favor. Lowery opposed.

Items Included as Part of Agenda Packet for Discussion

- Tripolis Circle Application and Agreement for the Installation of an Underground Irrigation System

Irrigation Application Review – 10 Fiddlehead Lane

Paul Hutton of BC Enterprises appeared before the Board to discuss the application for the installation of an irrigation system at 10 Fiddlehead Lane.

Lowery asked the Board if it would consider requiring the installation of a separate water meter for the irrigation system.

Brown asked Hutton how difficult the installation of a separate meter would be.

Hutton noted that, in his opinion, its installation would not be an undue burden on the homeowner.

Brown made a motion to approve the application, contingent upon the installation of a separate water meter for the irrigation system.

Wegerbauer 2nd, all in favor.

Wegerbauer discussed with Millette ways in which the square footage of an irrigation system could be verified.

Millette noted in the past an as-built inspection of irrigation systems was required.

Items Included as Part of Agenda Packet for Discussion

Update on the Status of the Library Drainage Project

Baston noted that he is an abutter to this project and would speak as a resident.

Baston temporarily recused himself from the Board at 7:45PM.

Woody Baston, speaking as resident of 11 Cochituate Road, described the recent meeting he attended with Janet Moonan of Tighe & Bond and Town staff.

Baston expressed his concern that the current scope of the project appears to take water from public land and deposit it on private property.

Baston discussed the four options for the library drainage included in the original proposal, including the installation of a pump under the library to remove water.

Baston described the discussion at the recent meeting differentiating the difference between a 25-year flood, which the proposed plan is designed to mitigate, and 100-year flood.

Baston noted that during discussion at the recent meeting, Conservation Administrator Brian Monahan noted that this could potentially be phase 1 of a more comprehensive solution.

Baston expressed his support for identifying the scope and funding of additional phases of the project.

Margery Baston of 11 Cochituate Road appeared before the Board to read a letter expressing her support for the development of a more comprehensive solution to improve the library drainage issue.

M. Baston described the history of the area and her recollection of drainage system maintenance conducted by the County in the past.

M. Baston read a letter provided by Robert Karpp of 11 Concord Road describing his recollection of the past flooding and drainage conditions in the area.

Richard Turner of 7 Nob Hill Road appeared before the Board to read a letter describing his recollection of the history of water flow and drainage in the area.

The Board noted that the Conservation Commission would be holding an NOI meeting on Thursday.

Lowery noted the need to explore whether the Town has the legal authority to deposit water onto private land as indicated in the proposed plan.

Wegerbauer asked if it is warranted to request Tighe & Bond to again appear before the Board.

Baston returned to his seat on the Board at 8:13PM.

Items Included as Part of Agenda Packet for Discussion

- 6/21/2016 Email from Janet Moonan re: Wayland MEMA HMGP 1895-34 Questions
- 3/14/2013 Memo from Tighe & Bond re: Wayland Library Flood Mitigation Opinion of Probable Cost Revisions
- 7/30/2012 Memo from Tighe & Bond re: File 1685 Wayland\Task Order #4
- 6/21/2016 Library Drainage Project meeting Salient Points by Woody Baston.

Items Distributed for Discussion

- 6/22/2016 Letter from Richard Turner Re: Notice of Intent Hearing Comments for Library Drainage Mitigation

Update on the Status of the 20-Year Water Withdrawal Permit

Millette noted that the 20-year water withdrawal permit is scheduled to be issued during the summer of 2018.

Millette described a recent meeting he attended with the DEP regarding the permitting process.

Brown asked Millette what repercussions a Town faces for exceeding their permitted water withdrawal level.

Millette noted that they would have to mitigate every gallon withdrawn over their permitted level, adding that a large amount of mitigation occurs through septic systems and storm water projects.

Brown asked if the current rules and regulations apply until the new permit is issued.

Millette noted that they do, although the DEP encourages the Town to follow the regulations as they will be issued.

Baston asked if a discussion of private wells for irrigation occurred at the meeting.

Millette noted that it was not mentioned.

Brown asked Millette about the current status of the Town's water level.

Millette noted that although the Town is continuously pumping, it is maintaining adequate water levels.

Millette noted the water ban would likely need to be re-evaluated within the next week to determine if further action is necessary.

Lowery asked if the current ban is being enforced.

Millette noted that the Water Division has been enforcing the ban nightly for the past week.

Baston suggested that the Board consider implementing a moratorium on issuing permits for new irrigation systems.

Items Distributed for Discussion

- June DEP Meeting Handouts

- 20 Year Water Management Act Permitting Summary by Don Millette

Discussion of Construction Supervision of Summer Road/Water Projects

Dan Cabral of the DPW described the funding levels for the upcoming construction projects, noting that sufficient funding exists to adopt TEC's proposal for construction oversight of the Route 27/30, 5 Paths, and Villa intersections.

Lowery made a motion to support the spending of \$69,000 as outlined in TEC's proposal for construction supervision as set out in their 6/14/2016 proposal.

Wegerbauer 2nd, all in favor.

Wegerbauer asked about the schedule for upcoming road construction projects.

Doucette described the planned schedule and discussed the status of resurfacing currently underway on Shaw and Fox Meadow.

Items Included as Part of Agenda Packet for Discussion

- 6/14/2016 TEC Proposal for Construction Phase Services

Update on Employee Searches – DPW Director & Town Engineer

Brown noted that the position of DPW Director Position has been posted in several locations and is open until 7/31/2016.

Brown added that the addition of a Town Engineer will be delayed until a new DPW Director is hired.

Update on Status of Funding for Lay-Down Area

Brown noted that Lindeman was going to provide an estimate for removing the material from the sight.

Doucette noted that he has found a vendor to remove the material at minimal cost, but trucking costs are estimated to be between \$25k and \$40k.

Brown noted when an exact estimate is gained, he will be provided it to the Permanent Municipal Building Committee.

Update on Status of Baldwin Pond Property

Brown noted that a property had been discussed in executive session to determine if its acquisition would be useful for the Water Division due to its proximity to Baldwin Pond.

Millette noted the property is in a Zone 2, but does feed into a Zone 1.

Brown asked Millette if, based on a report conducted by Tata & Howard, it is worth pursuing acquisition further.

Millette noted that he feels further investigation is warranted.

Brown requested that an executive session to receive the report be scheduled for the next meeting.

Linda Segal of 9 Aqueduct Road described a home currently for sale within a Zone 1, and asked if the Town should consider acquiring the property.

Millette noted he spoke with Jim Persky of Mass DEP, who noted that the wells were in place before language requiring ownership and control of Zone 1 was adopted, but they highly recommend acquiring the property if possible.

Lowery suggested exploring the option of installing a tight tank at the site as an option.

Brown added that the DEP also noted that if any contamination comes from the land after the Town did not attempted to acquire, it could be held liable.

DPW Director's Financial Report

The Board reviewed the DPW Director's Financial report

Items Included as Part of Agenda Packet for Discussion
- 6/23/2016 DPW Director's Financial Report

Board Members' Reports, Concerns, and Updates

Wegerbauer noted that there is a Wayland Lacrosse sign at Bennett Field in poor condition, and an offer to pay for new signage has been made.

Doucette noted that if the sign is provided, the DPW will likely be able to install it.

Baston asked if anyone confirms that the irrigation systems installed do not cover more than 15,000 square feet.

Millette noted that he hopes to address a lot of the concerns by updating the irrigation application.

Baston asked that historical water usage data be gathered in an attempt to quantify water used by irrigation systems.

Lowery noted he would like to do an analysis comparing the seasonal water bills of houses with irrigation to calculate the amount of irrigated water used.

Baston noted he would be willing to assist in compiling the data.

Brown asked about the status of the planned installation of traffic mitigation measures on Parkland Drive.

Doucette noted that preliminary discussions have occurred, but it has not yet been scheduled.

Lowery requested that the status of Parkland traffic mitigation be placed on an upcoming agenda.

Brown noted that the July Board meetings would occur on July 12 and July 26.

Millette noted that he had a meeting with Chris Woodcock, who would like to meet with Board members to provide further direction.

Wegerbauer requested that Woodcock provide a list of questions for Board review.

Baston distributed an Irrigation System Information Sheet for discussion at the next meeting.

Items Distributed for Discussion
- Draft Irrigation Information Sheet

Topics Not Reasonably Anticipated by the Chair 48 Hours Prior to Posting

Brown discussed a meeting that he and Lowery attended with Town Administrator Nan Balmer and Assistant Town Administrator John Senchyshyn to discuss the status of the draft Memorandum of Understanding between the School Committee, the Recreation Commission, and the Board of Public Works.

Lowery described the edits he recommended to Balmer and Senchyshyn during the meeting.

Wegerbauer suggested that a representative of the Finance Department be included in the MOU.

The Board discussed additional language specifying consultation with the DPW Director, or his designee be included as part of the design phase.

Items Distributed for Discussion
- Draft MOU between the School Committee, Recreation Commission, and Board of Public Works

Review and Approve the Minutes of the 6/14/16 Meeting

Baston noted typographical corrections on pages two and three.

Brown made a motion to accept the minutes of the 6/14/2016 meeting as amended.

Wegerbauer 2nd, all in favor.

Items Included as Part of Agenda Packet for Discussion
- 6/14/2016 Meeting Minutes Draft

Baston made a motion to adjourn.

Wegerbauer 2nd, all in favor.

Meeting adjourned at 9:21PM.