

# WAYLAND BOARD OF PUBLIC WORKS

Wayland DPW Facility

May 24, 2016

7:00 PM

## MEETING MINUTES

Present: C. Brown, (Chair), M. Lowery (Vice Chair), W. Baston, J. Mishara, M. Wegerbauer, M. Lindeman (DPW Park & Highway Superintendent), J. Doucette (DPW Senior Foreman)

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.

### **Water Abatement Request – 175 Concord Road**

Richard and Barbara Romanow of 175 Concord Road appeared before the Board to discuss their request for abatement.

Brown described the Board's policy of only granting an abatement for a maximum of 20% of the value of the lost water regarding leaks in irrigation systems.

Mishara made a motion to abate the 11/25/2015 water bill from 36,800 units down to 31,700 units, waiving all interest and fees.

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

#### ***Items Included as Part of Agenda Packet for Discussion***

- 05-12-2016 Letter from Dick Romanow and Barbara Band-Entrup Romanow
- 11-30-2015 Email from Dick Romanow re: Request for abatement
- 05-06-2016 Invoice from Henley Lawn Sprinklers
- 11-25-2015 Water Bill for 175 Concord Road
- 175 Concord Road Water Account Financial History
- 175 Concord Road Irrigation Permit

#### ***Items Distributed for Discussion***

- 175 Concord Road Water Usage History

### **Irrigation Application Review – 35 Covered Bridge Lane**

Brown asked if the Board could approve the application as presented without the presence of a representative of the property.

Lowery noted that there are issues he would like to discuss with the applicant.

Lowery made a motion to pass over the irrigation application review for 35 Covered Bridge Lane.

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

***Items Included as Part of Agenda Packet for Discussion***

*- 4/24/2016 Application for the Installation of an Underground irrigation System for 35 Covered Bridge Lane and associated plans*

**Update on the Status of the Artificial Turf Field (Facilities Director Ben Keefe in Attendance)**

Facilities Director Ben Keefe appeared before the Board to discuss the status of the artificial turf field.

Keefe noted he has been working with Conservation Administrator Brian Monahan to develop the best course of action.

Lowery noted that the Conservation Commission had the authority to enforce the order of conditions, but did not do so, and the School Committee had the responsibility to follow them.

Keefe clarified that the order of conditions was issued to the Boosters, not the School Department.

Keefe noted that indications are that the swale is functioning as intended.

Lowery clarified that the report did not specifically say that the swale is functioning as intended, and referenced several areas of concern, specifically well protection measures that have not yet been implemented, noted in the report.

Mishara asked if the field's maintenance is currently under the purview of the DPW.

Keefe noted that the only aspect of the field's maintenance under the purview of the DPW is basic grooming, with all other maintenance falling under the purview of the School Department.

DPW Park and Highway Superintendent Mike Lindeman noted that light grooming is conducted by the DPW every 6-8 weeks.

Lowery requested that a copy of the fields operation and maintenance plan be forwarded to the Board when it is available.

Keefe confirmed that he would forward a copy of the report.

***Items Distributed for Discussion***

*- 4/28/2015 Letter from the Board of Public Works to the Wayland School Committee " Protection of Wayland's Happy Hollow wells near WHS athletic fields"*

### **Library Drainage Project Update (Tighe & Bond in Attendance)**

Janet Moonan and Ian Catlow of Tighe and Bond appeared before the Board to provide an update on the status of the Library Drainage project.

Catlow discussed specific action items addressed in their last meeting with the Board, noting that the gas pipelines in the area have been identified.

Moonan discussed the process of assessing the feasibility of alternative drainage options and related issues, including permitting and environmental concerns.

Baston asked if the drainage pipe was 30-inches in diameter.

Catlow responded that it was 15-inches.

Baston asked if the brook from the Depot parking lot to the pipe under Route 20 would be cleaned to facilitate the flow of water.

Catlow responded that it was not part of the project.

Baston asked if the pipe under Route 20 would be cleaned out to allow for the flow of water.

Catlow responded that it would not be cleaned out.

Moonan noted that the permitting and environmental concerns in the area of the Route 27 / Route 126 intersection are significantly less, as the area has been excavated several times in the past.

Lowery asked if the NOI has been filed.

Moonan and Catlow replied that it has not, and described the delays affecting the project's timeline.

[Wegerbauer arrived at 7:31PM]

Brown asked if the project will be done by April 11, 2017 as required for the MEMA grant.

Catlow replied that he believes the project will be done, and expressed optimism that the Conservation Commission will provide constructive direction relative to the project.

Wegerbauer asked if the plans have been shared with Conservation Administrator Brian Monahan.

Catlow replied that Monahan is aware of the current status of the project.

Catlow added that if the project has been bid and is underway, in his opinion MEMA would likely allow for additional time if the project is not fully completed by the end of construction season.

Suzanne Woodruff of the Board of Library Trustees asked if the work would necessitate the closure of the library at any time.

Catlow noted that he feels he could coordinate with the contractor to minimize the impact to library users.

Lowery asked if they anticipate the need for any significant laydown area for the project.

Catlow noted that he anticipates it may be needed, and that the Depot parking would be the likely location of the laydown area.

Keefe noted that other pending projects in the area, such as the installation of the Library sewerage system; upgrade to the Depot electrical service; and construction of the DCR Rail Trail should be considered when scheduling construction.

Catlow noted he will send Keefe a set of draft plans in an attempt to coordinate projects.

Lowery asked Catlow if the library could have a copy of the draft plans.

Catlow noted that he would prefer to not circulate the plans until they are finalized.

### **Update on the Status of the Draft MOU Between the DPW, Recreation, and School Dept**

Mishara suggested that the MOU be reviewed by Town Counsel before it is finalized.

Brown noted that since there is no new information pertaining to the MOU, the Board will delay further discussion to a future meeting.

#### ***Items Distributed for Discussion***

*- Draft Memorandum of Understanding between Wayland School Committee, Wayland Recreation Commission, and Wayland Board of Public Works*

### **Discussion of Potential By-Law Change to Allow for Municipal Irrigation Systems Over 15,000 sq. ft. for Town Playing Fields**

Brown discussed a potential change to the irrigation by-law, and wishes to get the sense of the Board if this should be considered for Town Meeting.

Lowery discussed the water rate structure, and noted that maintaining a Town field that has a widespread benefit to residents provides a rational basis for amending the by-law.

Lindeman noted that the control systems for field irrigation will be changed over with the next month, yielding an anticipated 40% savings in water used for field irrigation.

Mishara suggested that the implementation of radio read meters be pursued at the same time a potential change in the irrigation by-law is sought.

Brown asked how what fields are not currently being irrigated.

Lindeman noted that the Town Building fields are only partially irrigated; and the Claypit and Riverview currently do not have irrigation systems.

Mishara noted that the sense of the Board is that the by-law and the radio read should be explored in a future meeting.

Baston asked if a sub-committee could be formed to explore the potential by-law changes further.

Lowery noted he would assist Baston in the further investigation of potential by-law changes.

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

Wegerbauer updated the Board on the status of the River's Edge project.

Lowery noted that the Historical Commission gave a letter to the DPW thanking the Transfer Station employees Mariann Maloney and Bill Parker for their assistance with the Commission's recent brush clearing work.

Lowery noted that MassDOT has issued a letter in response to the Board of Selectmen's request for a review of the speed limit on Stonebridge Road.

Lowery added that the letter noted that the 30mph zone will be extended 0.12 miles and recommended the installation of radar speed signs as well.

Mishara noted that the Board has voted for the installation of two radar signs in FY2017 by the DPW in conjunction with the Police Department.

Lowery noted that following a recent executive session by the Board of Selectmen, they voted to allocate \$1400 for TEC to conduct additional traffic data sampling on Glezen Lane.

Baston discussed the proposed talking points for the WayCam Weekly Buzz.

Brown noted that the June Board meetings will occur on 6/14 and 6/28.

### ***Items Distributed for Discussion***

- 5/20/2016 Letter from the Historical Commission to the DPW re: Commendation of Transfer Station staff
- 5/19/2016 Letter from MassDOT to the Board of Selectmen re: Speed limit on Stonebridge Road
- 5/24/2016 Wayland Weekly Buzz Proposed Submission

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

Lowery noted that he had a conversation with one of the Selectmen, who noted that the Board of Selectmen would favor the dedication of the DPW Facility to DPW Director Stephen Kadlik.

Brown made a motion that the Board of Public Works supports the Board of Selectmen's resolution to erect a plaque to honor Kadlik for his 40+ years of service to the Town.

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

**Review and Approve the Minutes of the 5/17/2016 Meeting**

Wegerbauer noted that he had requested additional information be added to the long-term road resurfacing.

Mishara noted that it was Lowery who made the motion to adjourn.

Brown made a motion to accept the minutes of the 5/17/2016 meeting as amended.

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

Wegerbauer requested that further discussion of the road resurfacing schedule and irrigation by-law change be placed on a future agenda.

*Items Included as Part of Agenda Packet for Discussion  
- 05-17-2016 Board of Public Works Meeting Minutes Draft*

**Executive Session to Review and Approve the Executive Session Minutes of the 4/26/2016 and 5/17/2016 Meetings**

Brown made a motion that the Board of Public Works enter into executive session pursuant to Massachusetts General Laws Chapter 30A, Section 21(a)(3) to review and approve the executive session minutes of the 4/26/2016 and 5/17/2016 meetings.

Wegerbauer 2<sup>nd</sup>.

Roll call vote: Baston – aye, Brown – aye, Lowery – aye, Wegerbauer – aye.

Brown invited the attendance by DPW employees Dan Cabral, Joe Doucette, and Mike Lindeman.

Brown noted the Board would reconvene in open session in approximately five minutes for the purpose of adjourning.

The Board entered into executive session until 8:40PM

The Board reconvened in open session at 8:45PM.

Baston made a motion to adjourn.

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

Meeting adjourned at 8:45PM