

TOWN OF WAYLAND
NOTICE OF MEETING

Michael Wegerbauer, Vice Chair
George Uveges

Tsung Chiang
Judy Haun-Ping Ling
Michael Spelman

Posted in accordance with the provisions of the Open Meeting
Law* www.mass.gov/ago/openmeeting

NAME OF BOARD:	BOARD OF PUBLIC WORKS (BoPW)
DATE OF MEETING:	Tuesday May 21, 2024
TIME OF MEETING:	6:00 PM
PLACE OF MEETING:	ZOOM ONLY

AGENDA

Note: Items may not be discussed in the order listed or at the specific time estimated. Times are approximate. All topics may be subject to deliberation and vote. *In addition to common abbreviations, the BoPW uses DPW for the Department of Public Works, MWRA for the Massachusetts Water Resources Authority and PFAS for per-and-polyfluoroalkyl.*

One may watch or may participate remotely with the meeting link that can be found at <https://www.wayland.ma.us/public-body-meeting-information-virtual-inperson-and-hybrid>

Pursuant to Chapter 2 of the Acts of 2023, this meeting will be conducted via remote participation. No in person attendance by members of the public will be permitted. This meeting may be recorded which will be made available to the public on WayCAM as soon after the meeting as is practicable.

- 6:00 Opening Remarks and Roll Call – 5 minutes
- 6:05 Introduction of new members – 5 minutes
- 6:10 Election of Officers – 10 minutes
- 6:20 Announcements – 2 minutes
- 6:22 Public Comment – 8 minutes
- 6:30 Continuation of Water Abatement Request from April Meeting – 20 minutes
 - Presentation – 6 Bent Avenue
- 6:50 Water Service – 60 minutes
 - Board Discussion and possible votes on Model, RE and Water Fees; comparison of proposed rates vs. MWRA potential rates
 - Status of Water Usage Audit of water produced vs. billed
 - Update on new water meter program including transmission system, water meter installation contract, benchmarks and timetable for installation program, anticipated impact on water billings

- Update on new water tower project
- Update on water system filtration issues, outlook for Summer Water Supply

7:50 Updates on Route 20 South Landfill – 10 minutes

- 195 Main Street Clean-up

8:00 Board Member Concerns – 10 minutes

- Lakeshore Drive
- Crosswalks
- Weston Day Care Facility

8:10 Approve Minutes Board of Public Works (BoPW) – 5 minutes

- March 19, 2024

8:15 Set dates for Upcoming Meetings – Board – 5 minutes

- June 18, 2024
- July 16, 2024
- August 20, 2024

8:20 Topics Not Reasonably Anticipated by the Chair 48 Hours Prior to Posting, if any
– 10 minutes

8:30 Concluding Remarks – 10 minutes

8:40 Adjourn

NOTE: Per changes to the Open Meeting Law, notice of any meeting of a public body shall include "A listing of topics that the chair reasonably anticipates will be discussed at the meeting". AG's Office guidelines state that the list of topics shall have sufficient specificity to reasonably advise the public of the issue to be discussed. Please list those topics on the above agenda

BoPW Meeting 5/21/2024

Meeting Packet

BoPW Meeting 5/21/2024

Opening Remarks and Remote Roll Call

BoPW Meeting 5/21/2024

Introduction of new members

Election of Officers

Announcements

BoPW Meeting 5/21/2024

Public Comment

BoPW Meeting 5/21/2024

**Continuation of Water Abatement - 6
Bent Ave**

Wayland DPW - Residential Abatement/Adjustment Request Form

Abatements are a reduction in the amount of money owed on a utility bill due to unforeseen circumstances (Ex. water leak). Adjustments are a data entry error. Each case must be reviewed for determination and signed by the DPW Director (authorized by the BOPW and WWMD). Customer's balance must be current, request must be submitted within 30 days of the billing date, and proof of repair must be provided. One abatement is granted per lifetime. (Note: for Irrigation, abatements are 20% of the calculated abatement formula).

Name	[REDACTED]	Phone	[REDACTED]
Property Address	[REDACTED]		
Account#	[REDACTED]	Bill #	[REDACTED]
Bill Date	2/29/2024	Irrigation ABT (YES/NO)	NO
Current Total Bill \$	\$24,943.59	Current Total Usage by FT ³	140700
Reason for Request	They received a high bill and sent their licensed plumber to look for leaks. The did find one toilet leading on 10/25/2023 and replaced the flush valve on 10/31/2023. Work order from plumber is provided. Water department confirmed that meter usage looked ok on 11/08/2023.		
Resolution	Will get an average usage from the prior 3 same cycles and use that to calculate what their bill typically would have been Average = 14,900 cuft		

CURRENT CHARGES	
CURRENT WATER USAGE CHARGE	\$23,456.92
CURRENT PFAS CHARGE	\$1,456.67
CURRENT WATER FEES CHARGE	\$30.00
CURRENT SEWER USAGE CHARGE	IF APPLICABLE
CURRENT SEWER BASE CHARGE	IF APPLICABLE

NEW BILLED WATER USAGE					
USAGE BY FT ³	140700				
		RATE			TIER
TIER 1	140,700	\$6.09	\$8,568.63		0-15
TIER 2		\$8.28	\$0.00		15-30
TIER 3		\$10.04	\$0.00		30-80
TIER 4		\$17.25	\$0.00		80+
NEW WATER USAGE CHARGE	140,700		\$8,568.63		
NEW PFAS CHARGE			\$532.11		

NEW BILLED SEWER USAGE (if applicable)					
WASTEWATER CAPACITY IN FT ³					
		RATE			TIER
TIER 1		\$5.76	\$0.00		0 - 0
TIER 2		\$17.28	\$0.00		> 0
NEW W.W. USAGE CHARGE	0		\$0.00		
NEW WASTEWATER BASE CHARGE			\$0.00		

FEES		
WATER BASE CHARGE		\$30.00
MISC WATER FEES		
TOTAL WATER FEES		\$30.00

*when applicable

NEW SEWER USAGE CHARGE	\$0.00
NEW SEWER BASE CHARGE	\$0.00
SEWER USAGE ABATEMENT	\$0.00
SEWER BASE ABATEMENT	\$0.00

NEW WATER USAGE CHARGE	\$8,568.63
NEW PFAS CHARGE	\$532.11
NEW WATER FEES CHARGE	\$30.00
WATER ABATEMENT	(\$14,888.29)
PFAS ABATEMENT	(\$924.56)
WATER FEES ABATMENT	\$0.00

TOTAL ABATEMENT AMOUNT	(\$15,812.85)
TOTAL NEW BILL CHARGES	\$9,130.74

*totals may be off a penny due to rounding

Submitted By:

Julie Gustafson

Date: 5-14-24

Approved:

YES

☐

NO

☐

DPW Director:

Date: _____



[REDACTED]
[REDACTED]
Wayland, MA 01778

[REDACTED]
[REDACTED]
November 3, 2023

Don Millette
Superintendent
Wayland Water Department
66 River Road
Wayland, MA 01778

Dear Don Millett:

I am writing to request an abatement to the 10/17/23 water bill for [REDACTED] at the [REDACTED]
[REDACTED]

The amount of water 140,700 costing \$24,943.59 far exceeds historical usage for a single building at [REDACTED] (see attached usage history).

The [REDACTED] has had a licensed plumber check for leaks and found none. We did find one toilet that needed a new flush valve and that was completed.

Please let me know if you have any questions or need further clarification. Thank you for your consideration in this matter.

Sincerely,

[REDACTED]
[REDACTED]

Enclosure



Completed Work Order Form - # [REDACTED]

Work Order Number: [REDACTED]
Date & Time Created: 10/25/2023 11:06:00 AM
Date & Time Scheduled: N/A
Date & Time Completed: 10/31/2023 12:10:00 PM
Work Order Priority: Routine

Permission To Enter: Yes
Work Order Requested By: [REDACTED]
Work Order Created By: [REDACTED]
Work Order Assigned To: [REDACTED]

Work Order Task: GENERAL MAINTENANCE

Labor

Date: 10/31/2023 Hrs.: 0.00

[REDACTED]: [REDACTED] Rate: \$30.22

Type: Labor Total: \$0.00 Billed: \$0.00

Task Totals: \$0.00 Billed: \$0.00

Work Order Totals: \$0.00 Billed: \$0.00

Description: Check building 6 tenant units for plumbing leaks. Found toilet leak 6#7

Work Completed: Repair toilet 6#7

Custom Checklist Items

Tenant Charge?

Completed

N/A

Signature

N/A

Town of Wayland
DPW-Water Division
66 River Rd.
Wayland, MA 01778



Town of Wayland Water Charges

Make Checks Payable to
Town of Wayland
P.O. Box 663
Medford, MA 02155-0007

Office Hours:
Monday: 8:00AM - 7:00PM
Tuesday-Thursday: 8:00AM - 4:00PM
Friday: 8:00AM - 12:30PM

BILLS ARE AVAILABLE TO PAY ONLINE AT
WWW.WAYLAND.MA.US

COCHITUATE MA 01778

Questions regarding invoice should be addressed to the
DPW Water Division at 508-358-3672

Questions regarding payments should be addressed to the
Collector's Office at 508-358-3633

Interest will accrue at 14% annually if not paid in full by the due date.

Account #	Bill #	Service Location				Parcel Identifier	Issue Date	Due Date
	26668						10/17/2023	11/16/2023
Service Description	Meter	Previous Read Date	Current Read Date	Previous Meter Reading	Current Meter Reading	Read Type	Usage	Charge
RES WATER		02/09/2023	10/05/2023	703000	843700	A	140700	\$23,456.92
SEMI-ANNUAL BASE CHARGES				0			0	\$30.00
PFAS								\$1,456.67
CONSUMPTION HISTORY				READ CODES		Total Current Billing		
MONTH	USAGE	MONTH	USAGE	A	= Actual	Previous Balance		
02/23	11300	02/23	14800	E	= Estimate	Interest		
03/23	11700	03/23	14700	Total Amount Due			\$24,943.59	
04/23	11300	04/23	14400				\$-2,030.58	
Last Payment Amt		\$ 518.99						
Last Payment Date		08/25/2024						

REMITTANCE COPY
water

The Commonwealth of Massachusetts
TOWN OF WAYLAND
Water Charges

COCHITUATE MA 01778

REMITTANCE COUPON Please Return With Payment

Account Number:

Bill Number: 26668

LOCATION:

Total Current Charges \$24,943.59

Past Due \$-2,030.58

Interest

Pay This Amount

\$22,913.01

Due Date 11/16/2023

Mail Payments and Make Checks Payable to:

Town of Wayland
P.O. Box 663
Medford, MA 02155-0007

11806042024800026668400024046732

CALL DATE: 11.5.23 ACCOUNT #: [REDACTED] Call Taken by: [REDACTED]

DPW/WATER DIVISION

Job Date: 11.8.23 Day: Wednesday Time: 1:00

Owner's Name: [REDACTED] Contact Name: [REDACTED]

Property Address: [REDACTED]

New Owner's Name: [REDACTED] Home Phone: [REDACTED]

Reason for Call: Final Closing Date: email yes/no email: Mark Out Fix TP/MXU - GET Read

Please check toilet to make sure
leak has been fixed

Conclusion:

Checked Meter in Basement, all Set, no more leaks

Meter Information	Existing	Removed	Installed
ID #:			
MXU #:			
Last Read:			
TP Location:			
Meter Location:			
Meter Size:			
Water Off?			
Tag #:			

CURRENT/FINAL READ:

Color & Type of Building: Color: RES APT CONDO BUSINESS

Grounded: Y / N Irrigation: Y / N Fire Sprinkler: Y / N

Backflow Type: PVB DCV RP Pipe Size:

Dig Safe #: Job Date Good For:

Utilities Notified:

Verizon, N. Star Electric, National Grid gas, Key Span, Boston Gas, Com Cast
Level 3 Communications, MCI, Shell Oil, Tenn. Pipeline, On Target

Police Detail Needed: Y / N

Highway Personnel:

Date Completed: 11/8/23 Initials: [REDACTED] Notice left: Y / N

CALL DATE: 3.21.24 ACCOUNT #: [REDACTED] Call Taken by: [REDACTED]

DPW/WATER DIVISION

Job Date: 3.27.24 Day: Wednesday Time: 9:00

Owner's Name: [REDACTED] Contact Name: [REDACTED]

Property Address: [REDACTED]

New Owner's Name: [REDACTED] Home Phone: [REDACTED]

Reason for Call: Final Closing Date: email yes/no email: Mark Out Fix TP/MXU - GET Read

- Can firm no leak in toilet
- Get read

Conclusion: Checked meter, meter not spinning. leak fixed.

Meter Information	Existing	Removed	Installed
ID #:	51367669		
MXU #:			
Last Read:	2.11.24 8775		
TP Location:	Frt ctr		
Meter Location:			
Meter Size:	1.75		
Water Off?			
Tag #:			

CURRENT/FINAL READ: 8811

Color & Type of Building: Color: RES APT CONDO BUSINESS

Grounded: Y/N Irrigation: Y/N Fire Sprinkler: Y/N

Backflow Type: PVB DCV RP Pipe Size:

Dig Safe #: Job Date Good For:

Utilities Notified:

Verizon, N. Star Electric, National Grid gas, Key Span, Boston Gas, Com Cast
Level 3 Communications, MCI, Shell Oil, Tenn. Pipeline, On Target

Police Detail Needed: Y/N

Highway Personnel:

Date Completed: 3-27-24 Initials: [REDACTED] Notice left: Y/N

Town of Wayland
Department of Public Works
66 River Road
Wayland, MA 01773

OFFICE HOURS
Monday 8:00 AM - 7:00 PM
Tues-Thurs 8:00 AM - 4:00 PM
Friday 8:00 AM - 12:30 PM

UTILITY BILL

Customer Copy

Keep this portion for your records

BILLS ARE AVAILABLE TO PAY ONLINE AT
WWW.WAYLAND.MA.US

Questions regarding invoices should be addressed to the
DPW Water Division at 508-358-3672

Questions regarding payments should be addressed to the
Collector's Office at 508-358-3633

COCHITUATE, MA 01778

CUSTOMER NAME		SERVICE ADDRESS		PARCEL IDENTIFIER		BILL NUMBER		
BILL DATE		ACCOUNT NUMBER		WASTEWATER DESIGN FLOW (Gal/Day)		DUE DATE		
09/14/2022						10/14/2022		
CHARGE DESCRIPTION		PREVIOUS READ DATE	CURRENT READ DATE	PREVIOUS READ	CURRENT READ	USAGE (Cubic Feet)	READ TYPE	CHARGE AMOUNT
RESIDENTIAL WATER		02/17/2022	08/05/2022	667200	680700	13500	A	\$1,588.58
SEMIANNUAL BASE CHARGE		04/30/2022	09/30/2022					\$30.00
PFAS								\$98.65

CYCLE	USAGE (Cubic Feet)	CYCLE	USAGE (Cubic Feet)	READ CODE	Total Current Billing	\$1,717.23
08/22	13500	02/19	18000		Previous Balance	\$12,419.57
02/22	13300	08/18	16900	A = Actual	Less Payments Received	\$3,270.03
08/21	14800	03/18	15700	E = Estimate	Adjustments	\$0.00
02/21	14500	09/17	15000	F = Final	Interest	\$0.00
08/20	16400	03/17	17100			
02/20	15200	09/16	12300	W = Water	Total Amount Due	\$10,866.77
09/19	19300					

IF YOUR WATER BILL IS NOT PAID IN FULL WHEN DUE, YOU WILL BE CHARGED
INTEREST AT THE RATE OF 14% PER YEAR AND COLLECTION COSTS

✂ DETACH AND RETURN THE PORTION BELOW WITH YOUR PAYMENT ✂

COCHITUATE, MA 01778

UTILITY BILL

Remittance Portion

Account Number
Customer Number
Bill Number
Due Date 10/14/2022
Total Due: 10,866.77
Service Location

Town of Wayland
P.O. BOX 663
MEDFORD, MA 02155-0007

Please write your Account Number on your check
and enclose this portion of bill with your payment

11806042023000013715800010866770

Town of Wayland
Department of Public Works
66 River Road
Wayland, MA 01778

OFFICE HOURS
Monday 8:00 AM - 7:00 PM
Tues-Thurs 8:00 AM - 4:00 PM
Friday 8:00 AM - 12:30 PM

UTILITY BILL

Customer Copy

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COCHITUATE, MA 01778

CUSTOMER NAME		SERVICE ADDRESS	PARCEL IDENTIFIER		BILL NUMBER			
BILL DATE		ACCOUNT NUMBER	WASTEWATER DESIGN FLOW (Gal/Day)			DUE DATE		
09/27/2021						10/27/2021		
CHARGE DESCRIPTION		PREVIOUS READ DATE	CURRENT READ DATE	PREVIOUS READ	CURRENT READ	USAGE (Cubic Feet)	READ TYPE	CHARGE AMOUNT
RESIDENTIAL WATER		02/16/2021	08/24/2021	639100	653900	14800	A	\$1,738.32
BASE CHARGE		03/31/2021	10/31/2021					\$30.00
PFAS								\$0.00

CYCLE	USAGE (Cubic Feet)	CYCLE	USAGE (Cubic Feet)	READ CODE	Total Current Billing	\$1,768.32
08/21	14800	03/18	15700	A = Actual	Previous Balance	\$15,808.35
02/21	14500	09/17	15000	E = Estimate	Less Payments Received	\$3,439.87
08/20	16400	03/17	17100	F = Final	Adjustments	\$0.00
02/20	15200	09/16	12300	W = Water	Interest	\$0.00
09/19	19300	03/16	14200		Total Amount Due	\$14,136.80
02/19	18000	09/15	13000			
08/18	16900					

IF YOUR WATER BILL IS NOT PAID IN FULL WHEN DUE, YOU WILL BE CHARGED
INTEREST AT THE RATE OF 11% PER YEAR AND COLLECTION COSTS

✂ DETACH AND RETURN THE PORTION BELOW WITH YOUR PAYMENT ✂

COCHITUATE, MA 01778

UTILITY BILL

Remittance Portion

Account Number
Customer Number
Bill Number
Due Date 10/27/2021
Total Due: 14,136.80

Service Location

Town of Wayland
P.O. BOX 663
MEDFORD, MA 02155-0007

Please write your Account Number on your check
and enclose this portion of bill with your payment.

11806042022200002177400014136800

Town of Wayland
Department of Public Works
66 River Road
Wayland, MA 01778

OFFICE HOURS
Monday 8:00 AM - 7:00 PM
Tues-Thurs 8:00 AM - 4:00 PM
Friday 8:00 AM - 12:30 PM

UTILITY BILL
Customer Copy

Keep this portion for your records

BILLS ARE AVAILABLE TO PAY ONLINE AT
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COCHITUATE, MA 01778

CUSTOMER NAME		SERVICE ADDRESS		PARCEL IDENTIFIER		BILL NUMBER		
BILL DATE		ACCOUNT NUMBER		WASTEWATER DESIGN FLOW (Gall/Day)		DUE DATE		
09/23/2020						10/26/2020		
CHARGE DESCRIPTION		PREVIOUS READ DATE	CURRENT READ DATE	PREVIOUS READ	CURRENT READ	USAGE (Cubic Feet)	READ TYPE	CHARGE AMOUNT
RESIDENTIAL WATER		02/24/2020	08/26/2020	608200	624600	16400	A	\$1,915.27
BASE CHARGE		03/31/2020	10/31/2020					\$30.00
PFAS								\$0.00

CYCLE	USAGE (Cubic Feet)	CYCLE	USAGE (Cubic Feet)	READ CODE	Total Current Billing	
08/20	16400	03/17	17100			\$1,945.27
02/20	15200	09/16	12300	A = Actual	Previous Balance	\$19,311.96
09/19	19300	03/16	14200		Less Payments Received	\$3,680.56
02/19	18000	09/15	13000	E = Estimate	Adjustments	\$0.00
08/18	16900	03/15	13800	F = Final	Interest	\$0.00
03/18	15700	09/14	16700	W = Water		
09/17	15000				Total Amount Due	\$17,576.67

IF YOUR WATER BILL IS NOT PAID IN FULL WHEN DUE, YOU WILL BE CHARGED
INTEREST AT THE RATE OF 14% PER YEAR AND COLLECTION COSTS

✂ DETACH AND RETURN THE PORTION BELOW WITH YOUR PAYMENT ✂

COCHITUATE, MA 01778

UTILITY BILL
Remittance Portion

Account Number: [REDACTED]
Customer Number: [REDACTED]
Bill Number: [REDACTED]
Due Date: 10/26/2020
Total Due: 17,576.67

Service Location:
[REDACTED]

Town of Wayland
P.O. BOX 663
MEDFORD, MA 02155-0007

Please write your Account Number on your check
and enclose this portion of bill with your payment.

1180604202140001835330001757667

Water Consumption

Residential Rate-Actual Billing

Wayland, MA 01778

2019				2020		2021		2022		2023			CONSUMPTION (CF)		5 Year Average
Year		Year		Year		Year		Year		Year		Year			
02/28/19	09/04/19	02/24/20	08/26/20	02/16/21	08/24/21	02/17/22	08/05/22	02/09/23	08/15/23	Read Dates	Year	Read Dates	Year		
19,900	19,500	15,700	21,100	19,800	21,300	17,100	14,800	12,400	15,000	Building 4		12,400	15,000	17,660	
18,000	19,300	15,200	16,400	14,500	14,800	13,300	13,500	22,300	140,700	Building 6		22,300	140,700	28,800	
24,100	21,800	21,200	23,300	24,400	20,400	16,000	19,500	24,300	17,400	Building 8		24,300	17,400	21,240	
16,400	15,700	11,900	16,500	10,800	11,100	9,100	6,700	1,800	27,100	Building 10		1,800	27,100	12,710	
5,200	3,500	3,300	3,700	2,800	2,800	2,500	2,500	3,400	6,100	Building 12		3,400	6,100	3,580	
83,600	79,800	67,300	81,000	72,300	70,400	58,000	57,000	64,200	206,300	TOTAL Annual		64,200	206,300		
163,400		148,300		142,700		115,000			270,500	TOTAL Annual					

COST																				
2019				2020				2021				2022				2023				Year
02/28/19	09/04/19	02/24/20	08/26/20	02/16/21	10/08/21	02/17/22	8/55/22	02/09/23	08/15/23	Read Dates	Building 4	Building 6	Building 8	Building 10	Building 12	TOTAL Semi	TOTAL Annual			
\$ 2,207.37	\$ 2,373.04	\$ 2,372.55	\$ 2,653.69	\$ 2,476.62	\$ 2,789.42	\$ 2,158.90	\$ 1,943.12	\$ 1,555.97	\$ 2,049.68											
\$ 1,861.62	\$ 2,098.30	\$ 2,342.91	\$ 1,945.27	\$ 1,671.55	\$ 1,768.32	\$ 1,552.80	\$ 1,717.23	\$ 3,317.20												
\$ 2,691.42	\$ 2,980.36	\$ 2,713.41	\$ 2,985.29	\$ 3,175.36	\$ 2,648.04	\$ 1,983.45	\$ 2,759.72	\$ 3,673.00	\$ 2,483.73											
\$ 3,811.65	\$ 1,866.94	\$ 1,809.39	\$ 1,960.34	\$ 1,109.52	\$ 1,187.08	\$ 882.90	\$ 629.57	\$ 151.94	\$ 4,270.74											
\$ 267.75	\$ 412.34	\$ 272.70	\$ 294.71	\$ 218.24	\$ 221.52	\$ 199.15	\$ 211.01	\$ 296.85	\$ 583.69											
\$ 10,839.81	\$ 9,730.98	\$ 9,510.96	\$ 9,839.30	\$ 8,651.29	\$ 8,614.38	\$ 6,777.20	\$ 7,260.65	\$ 8,994.96	\$ 9,387.84											
\$ 20,570.79		\$ 19,350.26			\$ 17,265.67		\$ 14,037.85		\$ 18,382.80											

2,030.58

Average

Average
\$ 2,030.58

Water Consumption

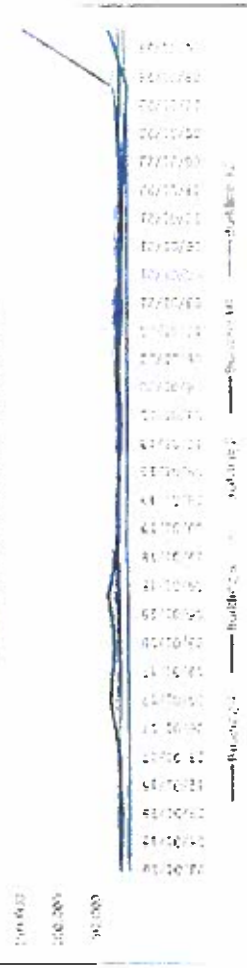
Residential Rate-Actual Billing

Wayland, MA 01778

CONSUMPTION (CF)										CONSUMPTION (CF)									
Year	2016	2017	2018	2019	2020	2021	2022	2023	Year	2016	2017	2018	2019	2020	2021	2022	2023	Year	2016
Read Dates	01/07/16	03/03/17	03/03/18	03/28/19	04/23/20	04/23/21	04/23/22	04/23/23	Read Dates	01/07/16	03/03/17	03/03/18	03/28/19	04/23/20	04/23/21	04/23/22	04/23/23	Read Dates	01/07/16
Building 4	15,900	14,400	16,200	19,900	15,700	19,800	17,100	17,400	Building 4	15,900	14,400	16,200	19,900	15,700	19,800	17,100	17,400	Building 4	15,900
Building 6	14,200	17,100	15,200	18,000	15,200	14,500	13,800	14,600	Building 6	14,200	17,100	15,200	18,000	15,200	14,500	13,800	14,600	Building 6	14,200
Building 8	12,500	15,800	21,300	24,100	21,200	23,300	16,100	19,500	Building 8	12,500	15,800	21,300	24,100	21,200	23,300	16,100	19,500	Building 8	12,500
Building 10	14,200	16,000	21,300	16,400	11,900	10,300	11,100	11,100	Building 10	14,200	16,000	21,300	16,400	11,900	10,300	11,100	11,100	Building 10	14,200
Building 12	7,800	2,500	3,300	5,200	3,400	2,800	2,300	1,800	Building 12	7,800	2,500	3,300	5,200	3,400	2,800	2,300	1,800	Building 12	7,800
TOTAL Semi	59,600	66,200	79,500	83,600	67,900	72,300	58,600	64,700	TOTAL Semi	59,600	66,200	79,500	83,600	67,900	72,300	58,600	64,700	TOTAL Semi	59,600
Total Annual	125,700	139,100	173,300	163,400	148,300	142,700	115,000	136,300	Total Annual	125,700	139,100	173,300	163,400	148,300	142,700	115,000	136,300	Total Annual	125,700

COST										COST									
Year	2016	2017	2018	2019	2020	2021	2022	2023	Year	2016	2017	2018	2019	2020	2021	2022	2023	Year	2016
Read Dates	01/07/16	03/03/17	03/03/18	03/28/19	04/23/20	04/23/21	04/23/22	04/23/23	Read Dates	01/07/16	03/03/17	03/03/18	03/28/19	04/23/20	04/23/21	04/23/22	04/23/23	Read Dates	01/07/16
Building 4	\$ 1,586.57	\$ 1,397.17	\$ 1,727.72	\$ 2,207.37	\$ 2,377.55	\$ 2,476.62	\$ 2,158.90	\$ 1,555.97	Building 4	\$ 1,586.57	\$ 1,397.17	\$ 1,727.72	\$ 2,207.37	\$ 2,377.55	\$ 2,476.62	\$ 2,158.90	\$ 1,555.97	Building 4	\$ 1,586.57
Building 6	\$ 1,371.86	\$ 1,738.13	\$ 1,640.14	\$ 1,698.30	\$ 1,742.91	\$ 1,672.55	\$ 1,552.80	\$ 1,217.70	Building 6	\$ 1,371.86	\$ 1,738.13	\$ 1,640.14	\$ 1,698.30	\$ 1,742.91	\$ 1,672.55	\$ 1,552.80	\$ 1,217.70	Building 6	\$ 1,371.86
Building 8	\$ 1,157.25	\$ 1,573.94	\$ 2,416.75	\$ 2,691.42	\$ 2,713.41	\$ 3,175.36	\$ 1,993.45	\$ 1,673.60	Building 8	\$ 1,157.25	\$ 1,573.94	\$ 2,416.75	\$ 2,691.42	\$ 2,713.41	\$ 3,175.36	\$ 1,993.45	\$ 1,673.60	Building 8	\$ 1,157.25
Building 10	\$ 1,371.86	\$ 1,649.72	\$ 2,646.40	\$ 1,871.85	\$ 1,809.59	\$ 1,109.54	\$ 882.90	\$ 151.98	Building 10	\$ 1,371.86	\$ 1,649.72	\$ 2,646.40	\$ 1,871.85	\$ 1,809.59	\$ 1,109.54	\$ 882.90	\$ 151.98	Building 10	\$ 1,371.86
Building 12	\$ 194.96	\$ 173.95	\$ 239.82	\$ 267.75	\$ 272.70	\$ 218.28	\$ 199.15	\$ 796.85	Building 12	\$ 194.96	\$ 173.95	\$ 239.82	\$ 267.75	\$ 272.70	\$ 218.28	\$ 199.15	\$ 796.85	Building 12	\$ 194.96
TOTAL Semi	\$ 5,681.40	\$ 6,532.86	\$ 8,650.89	\$ 10,839.61	\$ 9,510.96	\$ 8,653.29	\$ 6,727.20	\$ 5,994.96	TOTAL Semi	\$ 5,681.40	\$ 6,532.86	\$ 8,650.89	\$ 10,839.61	\$ 9,510.96	\$ 8,653.29	\$ 6,727.20	\$ 5,994.96	TOTAL Semi	\$ 5,681.40
Total Annual	\$ 12,183.75	\$ 13,339.68	\$ 17,381.58	\$ 20,570.79	\$ 19,350.26	\$ 17,265.87	\$ 14,037.85	\$ 13,326.39	Total Annual	\$ 12,183.75	\$ 13,339.68	\$ 17,381.58	\$ 20,570.79	\$ 19,350.26	\$ 17,265.87	\$ 14,037.85	\$ 13,326.39	Total Annual	\$ 12,183.75

Annual Total Water Consumption



BoPW Meeting 5/21/2024

Water Service

BoPW Meeting 5/21/2024

Updates on Route 20 South Landfill

BoPW Meeting 5/21/2024

Board Member Concerns

BoPW Meeting 5/21/2024

Review and Approve Meeting Minutes

- March 19, 2024

WAYLAND BOARD OF PUBLIC WORKS

Posted in accordance with the provisions of the Open Meeting Law

<https://www.mass.gov/the-open-meeting-law>

Town Building
41 Cochituate Road
Wayland, MA 01778
March 19, 2024

Present: C. Lewis (Chair), S. Greenbaum, E. Chiang, G. Uveges, M. Wegerbauer.

DPW Staff in Attendance: Tom Holder (Director), Joe Doucette (Superintendent), Don Millette (Water Superintendent)

Meeting was conducted remotely via Zoom. Meeting opened at 6:30 PM.

Announcements

None.

Public Comment

None.

Transfer Stations Operations

C. Lewis remarked on his compilation of ideas relating to the services and use of the Transfer Station. Holder was prompted to comment on the advisability of closing the Transfer Station to residents with one day allocated to handling municipal waste saying that this could be coupled with a curbside program. Further discussion was had amongst the Board to discuss the options for curbside pickup.

Holder remarked that there were 1,500 sticker holders amongst 5,200 households in town.

Holder was asked earlier to look into the viability of an arrangement with Sudbury. He reported back that they are also seeing a decline in Transfer Station use and will likely convert to a curbside program within a few years. Holder said they were receptive to expanding conversations regarding collaboration. He also said that Sudbury was contemplating having both curbside and Transfer Station use available for residents.

Chiang asked whether there was a household hazardous waste day and the response was that yes, it was happening the upcoming Saturday and run by the Health Department.

Lewis briefly acknowledged the other options to encourage use of the Transfer Station including charging for recycling although Lewis remarks that the practical nature of this option hasn't been determined. He also said that they could raise the sticker fee by \$60 or have a combination of curbside or recycling and Transfer Station use. Uveges brought up the options of increasing bag or bulk fees or charging Town departments for their Transfer Station use.

Wegerbauer recommended that consideration be given to what impact to Town departments would occur, should Transfer Station services not be available to them. Greenbaum acknowledged the Transfer Station as an important community resource to those who use it, although further discussion was had amongst Board members to consider the merits of the Transfer Station in regard to its finances.

Lewis suggested conversations be had with those involved with curbside pickup. Uveges further suggested that it be led by the Town Manager's Office as opposed to DPW. Holder and Board members discussed how this scenario would work financially/logistically. Greenbaum and Holder discussed the practicality of outsourcing the suggested curbside pickup evaluation. Holder further mentioned that MassDEP would be a resource to assist in performing this evaluation.

Wegerbauer stated that the BoPW is tasked with overseeing the Transfer Station and that evaluating a curbside program is beyond its scope. Greenbaum suggested performing a town wide survey to determine the interest in having curbside vs. Transfer Station operation. Greenbaum inquired about composting within a curbside program and said that she thought other communities included it in their curbside programs.

C. Lewis referenced the BoPW Mission Statement which states that the Board has jurisdiction over trash and recycling programs including outsourced services.

The topic of charging for recycling was raised to which Holder replied that MassDEP is not supportive of this approach.

Holder introduced the subject of needing to formalize the program by which Town Departments are charged for their use of Transfer Station services. This has been a past-practice but Holder requested the Board hold a formal vote on this.

Lewis made the motion that in confirming established Board practice, Wayland Town Departments who dispose of materials at the Transfer Station be charged posted rates for those

disposal services and make timely payments on those charges. Uveges seconded and a vote was taken.

Wegerbauer aye, Greenbaum aye, Chiang aye, Uveges aye, Lewis aye. Motion passed (5-0-0).

Included in packet for discussion: Transfer Station Options

Transfer Station Town Meeting Handout

Holder said that he reached out to the Town Moderator but hasn't received a response yet.

A discussion was had as to what kind of format the handout would take. It was recommended that a Board member develop the handout. Greenbaum volunteered to develop a Town Meeting handout to promote the Transfer Station.

Greenbaum mentioned the benefit of having Transfer Station signs placed on the four Town signboards in conjunction with the Transfer Station handout. Holder committed to looking into whether or not the boards had any vacancies before the next Town Meeting. There was a question as to whether the electronic message boards could be used to which Holder responded that the Select Board Sign Policy may not allow for that type of messaging.

Collection of Past Due Water Bills

C. Lewis drafted a memo to the Select Board regarding collection of water bills. Uveges raised the subject of whether or not landlords or tenants get notified of unpaid or overdue water bills. Lewis's memo is asking for the Town to exercise Town Bylaw 72-4. Wegerbauer clarified that the Town would deny permits to those with unpaid or overdue water bills.

Wegerbauer made the motion to approve and send the memo to the Select Board and Town Manager as presented. Greenbaum seconded and a vote was taken.

Wegerbauer aye, Greenbaum aye, Chiang aye, Uveges aye, Lewis aye. Motion passed (5-0-0).

C. Lewis offered to speak to the subject at a future Select Board meeting. That offer received favorable Board support, therefore Lewis will attend a future Select Board meeting.

Included in packet for discussion: Memo to Select Board Regarding Collection of Water Bills

Town Meeting Article OO - Establish Athletic Fields Planning Committee

C. Lewis asked for the Board to make a motion to support Article OO. Wegerbauer stated that he had reviewed the article and spoken with the article's petitioner and feels that the establishment of a Working Group rather than a Committee for a one-year trial period would be a first practical approach to this matter. Holder stated that he was in favor of a Working Group as he felt it would be effective with the appropriate focus, management, and deliverables.

At this point in the meeting, C. Lewis recognized Judy Ling to make a public comment. J. Ling stated that her family uses the Transfer Station and is supportive of keeping it open.

The Board discussed what the most practical way would be for them to act on the Article. A poll was taken of individual Board members' opinions of the Article however it was decided that no formal action would be taken on Article OO.

Update on South Route 20 Visioning Committee Meeting

C. Lewis remarked on the progress made at the last Visioning Committee meeting. He said that The Collaborative had researched information on the site and developed a concept in which the space would support a field, the highway material recycling center, bus parking and housing. Holder commented on the progress made to Phase 1 which includes cutting trees, grinding stumps, and stabilizing slopes. He thought that this work would probably be complete in about a month after which they would begin the process of initiating next steps in repurposing the two parcels.

C. Lewis stated that the inclusion of vegetative borders along and within the property will help shield operational functions from the roadway and adjacent rail trail.

Greenbaum recommended that the PowerPoint presentation from the Visioning Committee Meeting be put on the website. She also commented on the housing aspect of the aforementioned concept. Lewis clarified that looking at the Transfer Station isn't within the Visioning Committee's scope. Holder commented on the concept of adding sidewalks along Route 20.

195 Main Street Progress on Site Clean-up

C. Lewis said that he drafted a letter to be sent to the School Committee.

Wegerbauer made the motion to approve the letter to be sent to the School Committee. Uveges seconded and a vote was taken.

Wegerbauer aye, Uveges aye, Greenbaum aye, Chiang aye, Lewis aye. Motion passed (5-0-0).

Further discussion was had as to whether C. Lewis should speak at a future School Committee Meeting.

Included in packet for discussion: Letter to School Committee on Materials in the Parking Lot at 195 Main Street

Water Update

Holder gave an update on the water financial model where he says that he received some Board recommendations and additional information to be included in the model. He said that they're meeting with Matt Abrahams Thursday morning to prepare the model for use in the FY25 rate setting process.

Wegerbauer reiterated the importance of having retained earnings included as a funding source in the Warrant Article.

C. Lewis asked if a field trip could occur at one of the water facilities to which D. Millette said that yes, this was a possibility.

D. Millette remarked on the Lead Service Line Inventory Program which requires all water suppliers to develop, submit, and make public a led service inventory by October of this year. He said that Kleinfelder is involved in the efforts to complete this project.

Holder remarked that the Clean Water Trust will be paying for this work which includes documentation of service-pipe materials.

Millette also said that they will be sending out a postcard to all water account holders which would allow people to determine what type of pipes they have in order for this information to be documented. Uveges recommended that the postcards be tested for ease of use before they are sent out.

Included in packet for discussion: Water Service Pipe Inventory & Lead Service Line Replacement Program, Frequently Asked Questions, EPA Fact Sheet Sections 1-6

Board Member Concerns

Uveges asked about receiving regular updates on the water meter program. D. Millette remarked that they are working on various meter interface communication issues.

Holder said that Mass Installation has submitted a financial change order which will be executed in order to begin on the public outreach portion of the program. C. Lewis asked for a formal status report on the Water Meter Project to be given at the next meeting which Holder said he would offer.

Greenbaum asked if it was confirmed if the municipal rates were applied to both the outdoor and indoor, which Holder confirmed.

Wegerbauer asked about the crosswalk inventory and the possibility of placing an update posting on the DPW webpage. Holder confirmed that they do have a PowerPoint presentation on the Highway webpage which documents the various improvements made to crosswalks in Town. Holder also referenced the need for future improvements to be made to crosswalks Townwide and said that he would post the link to the PowerPoint presentation on Facebook.

Approve Minutes Board of Public Works (BoPW)

With regard to minutes dated 12/19/2023, Greenbaum asked to clarify spelling issues and confirm the results of the vote taken on policy language for terminating water accounts which Holder said he would look into and confirm. Holder also confirmed that during the course of the December BoPW meeting, River Road was closed due to flooding and therefore were included in the December minutes.

Uveges made the motion to approve minutes dated 12/19/2023. Greenbaum seconded and a vote was taken.

Wegerbauer aye, Chiang aye, Greenbaum aye, Uveges aye, Lewis aye. Motion passed (5-0-0).

With regard to minutes dated 1/23/2024, Greenbaum asked to clarify phrasing and correct spelling errors.

Uveges made the motion to approve minutes dated 1/23/2024. Greenbaum seconded and a vote was taken.

Wegerbauer abstained, Chiang aye, Greenbaum aye, Uveges aye, Lewis aye. Motion passed (4-0-1).

Included in packet for discussion: draft minutes for meetings dated 12/19/2023 and 1/23/2024

Set Dates for Upcoming Meetings

The next regular BoPW meetings were set for 4/16/2024, 5/13/2024, 5/21/2024, 6/18/2024, and 7/16/2024.

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

None

Adjourn

Uveges made a motion to adjourn. Wegerbauer seconded, and a vote was taken.

Wegerbauer aye, Chiang aye, Greenbaum aye, Uveges aye, Lewis aye. Motion passed (5-0-0).

BoPW meeting adjourned at 8:40 PM.

Respectfully Submitted,
Kay Champagne
Minutes Taker

BoPW Meeting 5/21/2024

Set Dates for Upcoming Meetings

- June 18, 2024**
- July 16, 2024**
- August 20, 2024**

BoPW Meeting 5/21/2024

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

BoPW Meeting 5/21/2024

Concluding Remarks

BoPW Meeting 5/21/2024

Adjourn