

WAYLAND BOARD OF PUBLIC WORKS

DPW Facility
66 River Road
Wayland, MA 01778
February 4, 2020

MEETING MINUTES

Present: M. Lowery (Chair), J. Mishara, M. Wegerbauer, P. Murphy

Absent: C. Lewis (Vice Chair)

DPW Staff in Attendance: Tom Holder (DPW Director), Joe Doucette (DPW Superintendent), Anita Martin (DPW Business Manager)

Other: George Uveges (Finance Committee BoPW Liaison), Juan Roman (Water Abatement)

Meeting opened at 7:00 PM.

Lowery reviewed the agenda.

Announcements

None

Public Comment

Stanley Robinson raised objections to the granting of a water abatement to 23 Brooks Road during the 1/07/2020 BoPW meeting. He asked who agrees to give abatements. Lowery responded that Holder can agree to abatements of less than \$2,000 and the BoPW votes on abatements greater than \$2,000.00.

Mary Kowalski agreed with Robinson. As a tax payer she objected to paying other people's water bills and hoped that the new metering system would reduce the need for abatements.

Spencer Circle Street acceptance - Discussion and possible Vote on Hearing

Lowery reported that the residents were still considering easement language.

Holder reported that he had received news from the Planning Board that they had voted 4-0 to recommend that the Spencer Circle be accepted as a public way. They also voted the following conditions:

- Bond to be conveyed to the BoPW, amount \$2,410.
- That work be completed before the Town Meeting.
- That easement language be approved by the BoPW and BOS.
- That confirmation is received when the easements are in place and lot release claims from all parties.

The Planning Board thanked the BoPW in closing out this project.

Holder pointed out that March 26th was the last day before Town Meeting for us to post this article with the Town Clerk. Lowery said that the BoPW meeting on March 24th would be the last chance for the Board to vote on this matter going forward. Consequently Holder was actioned with arranging a meeting on March 17th to ensure easements were accepted by Spencer Circle residents.

Sidewalks Improvement Plan Discussion

Lowery reported that Sarkisian (Planning) could not be present tonight for a discussion but that this matter was discussed last night at the Board of Selectmen.

Holder reported that the DPW planned to take an inventory of Town sidewalks and build a GIS sidewalk layer. Information on the condition of Town sidewalks would supplement the Complete Streets program.

Water Abatement Request – 36 York Road

Juan Roman of 36 York Road appeared before the Board to discuss his request for an abatement of the 11/15/19 water bill. Lowery observed that an automatic meter reading (AMR) system would have likely alerted the presence of the leak much more quickly.

Mishara made motion that the payment due for 36 York Road be abated by \$2,292.21 and that the new bill should be \$1,636.44 to a total of 14,300 cubic feet, waving all interest and fees.

Wegerbauer 2nd, all in favor.

Shredding Feasibility/Desirability/Finances Discussion

Holder reported that the DPW could hold a Shredding Event at the Transfer Station on May 9th 2020. A Shredding truck would be situated there from 9am to noon and would be open to all residents. It would cost \$500 for three hours but residents would not be charged.

The Board actioned Holder to arrange a shredding event on Saturday May 9th at the Transfer Station. This will help familiarize residents as to the facilities available at their Transfer Station. An invitation to all residents to be publicized on the Town's Website, as well as at the Town Meeting and possibly at the Elections.

Transfer Station Finances/Policies Discussion

The Board reviewed the updated Transfer Station Projection Spreadsheet. Holder shared that income from WasteZero for the sale of PAYT bags was now correctly reflected on the Transfer Station Spreadsheet.

Wegerbauer discussed ways to publicize the Transfer Station and its facilities. He suggested that a welcome packet be prepared for new residents in line with Murphy's comments at the previous meeting. He also spoke of using messages on Electronic Sign Boards and placing clear signage to the Transfer Station directing residents to it. He asked Holder to place a clear "Transfer Station" sign, large enough to be seen from cars on Route 20, to advertise the location.

Uveges suggested that a flyer could be included as a water bill insert. Also possibly a flyer in the Warrant Package. Holder was asked to action and Wegerbauer offered to help.

Items Not Included in the Packet for Discussion but discussed at meeting
- Transfer Station Spreadsheet showing actuals and projections

Director's Operational Report

Holder reviewed the Operational Report.

Following the MASSDOT assessment of the Route 27 Bridge Project, the DPW are requesting \$400,000 to ameliorate the two most critical aspects of the necessary repair work. This will mean that it will be 10 years before future work will be required. Work will begin in 2020. MASSDOT are satisfied with this approach. Design funding will be through Chapter 90. A capital appropriation will be agreed for construction work to take place in Fiscal Year 2021.

Items Included in the Packet for Discussion
-DPW Operational Report

Discuss and Possible Vote on FinCom Request for Reductions in FY2021 Operating Budget

Holder explained that the Town Administrator had prepared budget cut plans but DPW was not affected.

Board Member's Reports, Concerns, and Updates

- Report: Chapter 193 regulations – Status

The Conservation Commission have not approved the revised regulations as yet. K-P Law, DPW, and others are putting forward several comment letters.

- Water Regulations progress (awaiting revised draft from the Town Administrator)

Holder shared that he and the Town Administrator had worked through the latest revisions and there are several issues still to be resolved. Lowery offered to provide Holder with information as to how Framingham approached the termination of service issue.

- AMR – Status Update

Wegerbauer shared that the matter was progressing satisfactorily.

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

None

Review and Approve the Minutes of the 1/21/2020 Meeting

Wegerbauer made a motion to approve the minutes of the 1/21/2020 meeting as amended.

Lowery 2nd, all in favor.

Set or Confirm Future Meeting Dates & Topics / To-Do List

02/04/2020, 02/25/2020, 03/04/2020 and 03/17/2020 (Spencer Circle Meeting) - anticipated future meetings (normally 1st and 3rd Tuesdays of month).

To-Do List:

- Spencer Circle
 - Holder to schedule meeting whether to accept the layout of Spencer Circle on March 17th 2020. Holder will also review easement language once it is received back from residents prior to the meeting date.
 - Holder to inform Sarkisian, Miller and Carlson.
- Sidewalk/Smart Streets
 - Holder to meet with Sarkisian to confirm what the Planning Board required from the DPW regarding the Rail Trail.
- Shredding at Transfer Station
 - Holder to organize shredding event on May 9th, including booking of shredding vendor and publicity.
 - Holder to place a notification to all residents on the Town Website.
 - Holder to review ways to educate residents regarding recycling, including graphic design possibilities.
- Transfer Station Finances/Policies Discussion
 - Holder to place a clear “Transfer Station” sign, large enough to be seen from cars on Route 20, at the location.
 - Holder to action an insert in future bills advertising the Transfer Station. Also to explore the possibility of a flyer being included in the Warrant Package (Wegerbauer offered to help).
- Director’s Operational Report
 - Holder to explore if CIP for Route 27 Bridge design and construction requires amendment.

Wegerbauer made a motion to adjourn.
Mishara 2nd, all in favor.

Meeting adjourned at 8:49PM.

Respectfully submitted,
Anita Martin
Business Manager