

WELLESLEY BOARD OF PUBLIC WORKS RECORDS
November 23, 2015

The Wellesley Board of Public Works held a duly posted open meeting in the Boardroom of the Operations Building, 20 Municipal Way, convening at 5:30 p.m.

PRESENT

Those present included Chairman David A.T. Donohue and Commissioners Paul L. Criswell and Owen H. Dugan; Director Michael P. Pakstis; Assistant Director David A. Cohen; Water & Sewer Superintendent William J. Shaughnessy, Executive Secretary Debra Sumner; Advisory Committee Liaison Scott Tarbox, and Sustainable Energy Committee Chair Ellen Korpi.

APPROVAL OF MINUTES

Upon motion duly made by Mr. Criswell and seconded by Mr. Dugan, it was unanimously,

VOTED: To approve the Open Session minutes of the meeting of November 2, 2015, as presented.

CITIZEN SPEAK

The Chairman provided those in attendance with the opportunity to speak regarding matters pertaining to the Department of Public Works.

Ms. Korpi indicated that in addition to her usual attendance at the BPW meetings, this evening she planned to participate during the Citizen Speak portion to update the Board and Staff on the status of recent activities of the 3R Working Group.

As previously discussed, Ms. Korpi reiterated that in the United States 40% more crops are grown than eaten in this country, wasting 25% of the potable water, 4% of the country's energy and wasting an estimated \$165 billion dollars each year. The waste is at all parts of the food lifecycle -- from farmer to food waste disposal.

She further explained that on the food horizon, the 3R Working Group hosted school officials for an EPA-sponsored "Food Rescue Challenge" webinar and is working with two of Wellesley's elementary school principals to try to facilitate a pilot food rescue project-based learning program.

Ms. Korpi noted that the 3R Working Group is the first municipal entity in New England to become an official endorser of the EPA Food Waste Challenge. The EPA has a goal of reducing food waste by 50% in 15 years.

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Ms. Korpi conveyed that on December 8 she, along with other members of the 3R Work Group, would be hosting a potential business opportunity which could potentially reduce costs.

With regard to the food waste horizon, Ms. Korpi reported that Roche Bros. representatives informed her they are saving a considerable amount of money by diverting their food waste to composting.

She suggested there are more opportunities to save money if the technology to use this waste for locally manufactured natural gas is adopted. To this end, Ms. Korpi conveyed she has hosted two vendors with anaerobic digesters and is working to find a sponsor at one of the local colleges and will try to facilitate a grant to do a pilot project.

Ms. Korpi noted that according to the DEP, what is headed to the landfill in Massachusetts is about 25% organic, food waste and yard waste that by regulation should have been diverted. She is viewing this as a long-term opportunity here for Wellesley to save money.

Mr. Korpi requested that as staff addresses the succession planning for management of the RDF, it is her hope that the successful candidate selected to assume Gordon Martin's role and responsibilities as superintendent of the Recycling and Disposal Facility would be someone like Gordon -- an individual who is motivated to stay current on the latest trends in solid waste management and who will bring those new developments to Wellesley when they become feasible.

ADMINISTRATION

Advisory Liaison. In response to Chairman Donohue's invitation for Mr. Tarbox to raise any matters for discussion related to the Advisory Committee, Mr. Tarbox thanked him and confirmed there were none to be addressed at this time. He did however, notify the Board that following the holidays budget reviews with the Advisory Committee would be scheduled.

Statement of Fact Activity Report. The Director referred to activity updates to the list of contracts of value up to \$34,999. In reply to an inquiry regarding when the License Plate Recognition system would be implemented, Mr. Pakstis conveyed it is expected to be up and running in approximately a month.

FY 2017 Tax Impact Operating Budget. The Director reviewed with the Board Version 3.0 of the proposed funding request which details the anticipated tax impact operating needs for FY 2017, as well as focusing on particular highlights which included opening 33 additional Sundays at the RDF. The total FY 2017 tax impact request, including RDF Business Initiatives, is \$7,101,917 which is an increase of 3.5% over the FY16 budget and \$71,249 above the guideline target for FY17. The Director explained that

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\$86,000 of the expense increase is due to a projected 1,000 ton increase in commercial trash in FY17.

Chairman Donohue conveyed that he would like for the Operating Budget to come in as close as possible to guidelines and indicated it was his sense that the proposed Sunday opening could be deferred until a later time. Commissioner Criswell conveyed that he respectfully disagreed as he has received questions and comments from residents who have expressed their wish for the Facility to be open on Sundays. Commissioner Dugan stated it is his thought that everyone in Town would like the RDF to be open on Sunday due to convenience but residents have become accustomed to its not being open. He also referred to other line items that would take priority in order for the Town to maintain its current level of service.

The Director offered for Staff to continue to review the proposed line items in an attempt to come in at guidelines by shaving back selectively before the next meeting.

It was concluded a case could be made that the budget exceeds guidelines due to significant commercial revenue coming into the Town which is deposited into the General Fund and if it were not for that, the budget would be in compliance with the guidelines.

Following a lengthy discussion regarding the options before them, it was decided they would defer the vote on the Operating Budget until the December meeting.

FY2017 Water & Sewer Enterprise Fund Budgets. The Director reviewed with the Board Version 2.0 of the FY17 Water and Sewer Operating and Capital Budget summaries. Also referenced were the key drivers of each operating budget, as well as the controllable 'Combined Water and Sewer Operating Budget'. The Five-Year Capital Plan for both the Water and Sewer Divisions was also reviewed in detail.

Upon motion duly made by Mr. Dugan and seconded by Mr. Criswell, it was unanimously,

VOTED: To approve the Annual Town Meeting Draft Motions included in Version 2 of the FY 2017 Water and Sewer Budget with a total funding authorization request of \$12,381,840 for Water and \$9,162,174 for Sewer.

License Agreement with the Town of Needham. Mr. Pakstis referred to a request from the Town of Needham related to the property owned by the Town of Wellesley's Water Division which is located in Needham. The Director reviewed with the Board the highlights of the draft version of the proposed License Agreement between the two Towns. He also conveyed that the Town Engineer would review the plans for the proposed use of the land before any construction begins. It was also noted that Town

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of Wellesley representatives would provide input into the design and as well as have the ability to review plans for the parking area(s) and learn how Needham officials plan to protect the surrounding environment from potential contaminants.

Quarterly Report. The Director referred to the highlights in the FY16 First Quarter Report. Chairman Donohue noted he always appreciates this information being provided for the Board's review.

ENGINEERING DIVISION

Salt Shed Update. The Director reviewed the status of the recent excavation activities related to the removal of contaminated soil beneath the ground upon which the new salt shed is being constructed. Mr. Pakstis conveyed it is hoped the interior will be paved this week, after which the salt would be moved inside the new structure. Mr. Pakstis reported the removal of the material has been going well and the contaminated material is to be taken to a destination in the mid-west. The final cost of that aspect has not yet been determined.

Renovation of the Wellesley High School Field and Track. The Director conveyed a request that the BPW co-sponsor this project along with the School Committee, Natural Resources Commission and Recreation Commission. Mr. Pakstis explained that the work will commence following graduation ceremonies and will be completed prior to school resuming following the summer break.

Upon motion duly made by Mr. Dugan and seconded by Mr. Criswell, it was unanimously,

VOTED: That the Board of Public Works voted to co-sponsor the Renovation of the Wellesley High School Stadium Field and Track, together with the School Committee, Natural Resources Commission and Recreation Commission.

PARK & HIGHWAY DIVISION

Statement of Fact – Contract #16S-420-1553 – Sodium Chloride (Road Salt).

Following the Director's review of the bid recommendation and upon motion duly made by Mr. Dugan and seconded by Mr. Criswell, it was unanimously,

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VOTED: That Contract #16S-420-1553 for Sodium Chloride (Road Salt) be awarded to the lowest responsible and responsive bidder, Eastern Minerals, Inc., 134 Middle Street, Lowell, MA, as the Primary Vendor and that the next lowest responsive and responsible bidder, Mid-American Salt, LLC, 45 Hillegas Road, Fort Wayne, IN as the Secondary Vendor in accordance with our specifications and their bid prices as follows:

Rock Salt (Primary Vendor)	\$67.00/Ton
Rock Salt (Secondary Vendor)	\$68.30/Ton

WATER & SEWER DIVISION

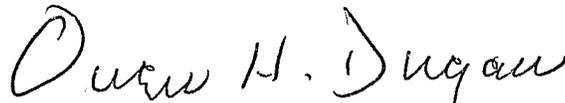
Water & Sewer Enterprise Funds Financial Statements. The Director referred to the Financial Statement for the month of September 2015. It was acknowledged that the statements reflected the existing cash supply which was referred to as sufficient and continues to grow.

Next BPW Meeting. Following a brief discussion it was decided that the next meeting would be scheduled for Monday, December 14, 2015 at 4:30 p.m.

ADJOURNMENT

The meeting adjourned at 7:40 p.m.

Respectfully submitted,



Owen H. Dugan
Secretary

**DISCUSSION ITEMS
WELLESLEY BOARD OF PUBLIC WORKS MEETING
NOVEMBER 23, 2015
5:30 PM**

APPROVAL OF MINUTES. Board to review Open Session Minutes of the meeting of November 2, 2015. **BOARD APPROVAL AND SECRETARY SIGNATURE REQUIRED.**

CITIZEN SPEAK

1. ADMINISTRATION

ADVISORY COMMITTEE LIAISON. Director and Staff to discuss with Advisory Liaison various budget-related items as well as other topics presented by the liaison. **NO BOARD ACTION REQUIRED.**

STATEMENT OF FACT ACTIVITY REPORT. Director to refer to recent activity. **NO BOARD ACTION REQUIRED.**

FY 2017 TAX IMPACT OPERATING BUDGET. Director to review with the Board Version 3.0 of the proposed funding request. **BOARD APPROVAL AND VOTE REQUESTED.**

FY 2017 WATER & SEWER ENTERPRISE FUND BUDGETS. Director to review with the Board Version 2.0 of the proposed funding requests. **BOARD APPROVAL AND VOTE REQUESTED.**

LICENSE AGREEMENT. Director to refer to draft version of the proposed License Agreement between the Town of Wellesley and the Town of Needham granting the Town of Needham the right to use specified areas owned by the Town of Wellesley in the Town of Needham for passive recreation in conjunction with the construction of a new elementary school on or about 585 Central Avenue in Needham. **BOARD APPROVAL REQUESTED.**

QUARTERLY REPORT. Director to refer to FY 16 First Quarter Report. **NO BOARD ACTION REQUIRED.**

2. ENGINEERING DIVISION

SALT SHED UPDATE. Director to review status of the recent excavation activities related to removal of contaminated soil beneath the ground upon which the new salt shed is being constructed. **BOARD FEEDBACK REQUESTED.**

RENOVATION OF THE WELLESLEY HIGH SCHOOL FIELD & TRACK. Director to convey request that the BPW co-sponsor this project along with the School Committee, Natural Resources Commission and Recreation Commission. **BOARD APPROVAL AND VOTE REQUESTED.**

3. PARK & HIGHWAY DIVISION

BID RECOMMENDATION AND STATEMENT OF FACT – CONTRACT #16S-420-1553 – SODIUM CHLORIDE (ROAD SALT) – FURNISHED AND DELIVERED. Director to refer to bid recommendation prepared by Highway Superintendent Frank Miller. **BOARD APPROVAL AND VOTE REQUESTED.**

5. WATER & SEWER DIVISION

WATER & SEWER ENTERPRISE FUNDS FINANCIAL STATEMENTS. Director to refer to the Financial Statements for the month of September. **NO BOARD ACTION REQUIRED.**