

**WELLESLEY BOARD OF PUBLIC WORKS RECORDS
FEBRUARY 25, 2014**

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 Paul L. Criswell and Commissioners Owen H. Dugan and David A.T. Donohue; Director Michael P. Pakstis; Assistant Director David A. Cohen; Town Engineer David J. Hickey; Water & Sewer Superintendent William J. Shaughnessy, Executive Secretary Debra Sumner; and Advisory Subcommittee members Thomas Frisardi and Andrew Patten.

APPROVAL OF MINUTES

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

VOTED: To approve the Open Session minutes of the meeting of January 28, 2014, as presented.

CITIZEN SPEAK

The Chairman presented those in attendance with the opportunity to speak on matters of interest with respect to the Department of Public Works. No one chose to speak.

ADMINISTRATION

Advisory Committee Meeting. With regard to the BPW's planned attendance at the Advisory Board meeting later in the week and in response to Mr. Frisardi's inquiry related to the proposed replacement of the existing Hunnewell Field restrooms, the Director explained it was his recommendation that the project be postponed until next year to allow additional time to more thoroughly understand the cost of any proposed facility – including a precast structure. As part of that process, Mr. Pakstis conveyed that he plans for DPW Staff to meet with the local plumbing inspector as well as the state inspector to obtain feedback. While it had been suggested that consideration be given to relocating the new facility closer to the Wellesley High School football field, Mr. Pakstis recommended the current location be maintained, as movement closer to the stadium would precipitate a requirement for additional fixtures as that number is based upon seating capacity.

WELLESLEY BOARD OF PUBLIC WORKS RECORDS

February 25, 2014

2

Mr. Patten conveyed that when BPW and DPW staff join the Advisory Committee's (AC) meeting on Wednesday eve, March 5, the plan is for the AC to request additional information related to the proposed roof replacement for the Park & Highway Building, as well as questions on the Fuller Brook Park Preservation Project.

Next BPW Meeting. The next Board meeting was scheduled for Tuesday, March 18, at 5:30 p.m.

2014 Annual Town Meeting (ATM). The Director referred to the preliminary listing of easements to be accepted or abandoned under Article 24 of the ATM prepared by Assistant Town Engineer Doug Stewart while noting the list has not yet been finalized. Commissioner Donohue informed all that he will not be here for the first week of ATM.

Accident Summaries. The Director reviewed the summary of personal injury and vehicle incidents to date and reviewed specific reasons for those incidents. The Director made reference to the Safety Spotlight for the month of February with a focus on "Dressing for Success in Winter".

Winter Maintenance Supplemental Funding Request. The Director referred to the second request for supplemental funding which was submitted to the Board of Selectmen in a letter dated January 31 seeking an additional authorization of \$300,000 to pay for anticipated winter maintenance storm response costs. This request was subsequently approved by the Advisory Committee. Mr. Pakstis explained that following a review of the costs associated with the latest round of winter maintenance, there is a strong likelihood there may be a need to make a third request if the current winter weather pattern persists.

ENGINEERING DIVISION

Fuller Brook Park Preservation Project. The Town Engineer summarized the bid process and reported six companies' submitted bids. The apparent low bidder was R. Bates and Sons, Inc. of Sterling, MA. Mr. Hickey confirmed that the Community Preservation Committee (CPC) voted an additional \$900,000 in funding, raising CPC's total contribution to \$4,500,000. This would translate into a need for less than \$1,000,000 from other Town sources.

The Director conveyed it has been requested by the Fuller Brook Park Preservation Committee that the Board of Public Works vote to express support for the project as well as indicate its willingness to have DPW Staff manage the construction component of the project, as presented in the memorandum dated February 21, 2014.

WELLESLEY BOARD OF PUBLIC WORKS RECORDS

February 25, 2014

3

Following a brief discussion related to the funding of the Fuller Brook Project, and upon motion duly made by Mr. Dugan and seconded by Mr. Donohue, it was unanimously,

VOTED: That the Board of Public Works is supportive of the Fuller Brook Park Preservation Project in the way it is being funded and is willing to have DPW Staff resources manage the construction component of the project, as presented in the memorandum dated February 21, 2014.

Following approval at Annual Town Meeting, the money would be appropriated to the Board of Public Works and the Department's staff would be the entity that manages the work. The oversight committee assigned to the Fuller Brook Park Preservation Project would be comprised of a designated representative from the Natural Resources Commission, Board of Public Works, Historical Commission and one member-at-large to be appointed by the Moderator. It was also noted that the Committee decided upon a 12% contingency in consideration of the need for digging underground and excavating the banks of the stream which may reveal additional issues to be addressed.

Chairman Criswell noted that the Natural Resources Commission had paid for the master plan long ago and the CPC has paid for all design-related costs associated with the project.

PARK & HIGHWAY

Statement of Fact – Contract #14S-420-1498 – Hot Mix Asphalt, Picked-Up.

Following a review of the bid recommendation and upon motion duly made by Mr. Dugan and seconded by Mr. Donohue, it was unanimously,

VOTED: That Contract #14S-420-1498 for Hot Mix Asphalt , Picked-Up be awarded to the lowest responsible and responsive bidder, T.L. Edwards, 100 Wales Avenue, Rear, Avon, MA 02322, in accordance with our specifications and their bid prices as follows:

Item I: Class I Type I - 1 Top, Binder, Dense (Curb) & Surface Treatment Mixes (March 16 – December 14)	\$63.95/ton
--	-------------

Item II: Class I Type I – 1 Top Mix ONLY (December 15 – March 15)	\$90.00/ton
---	-------------

WELLESLEY BOARD OF PUBLIC WORKS RECORDS

February 25, 2014

4

Park/Highway Building Roof Replacement Project. Following a brief discussion, it was agreed that the Director would submit a formal request to the Permanent Building Committee (PBC) to have the DPW manage the Roof Replacement Project. It was noted that if concurrence is obtained from the PBC, the goal would be to begin construction after July 1st in order to have it completed prior to the winter season.

WATER & SEWER DIVISION

Monthly Performance Report. The Director referred to the reports prepared by Water & Sewer Superintendent Shaughnessy for the month of January 2014. Mr. Shaughnessy acknowledged there have been a small number of leaks discovered, primarily located at curb stops. Staff responded to specific questions from the Board.

ADJOURNMENT

The meeting adjourned at 6:30 p.m.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "David A.T. Donohue".

David A.T. Donohue
Secretary

**DISCUSSION ITEMS
WELLESLEY BOARD OF PUBLIC WORKS MEETING
FEBRUARY 25, 2014
5:30 PM**

APPROVAL OF MINUTES. Board to review Open Session Minutes of the meeting of January 28, 2014. **BOARD APPROVAL AND SECRETARY SIGNATURE REQUIRED.**

1. ADMINISTRATION

ACCIDENT SUMMARIES. Director to review summary of personal injury and vehicle incidents to date; reference to be made to Safety Spotlight for the month of February with a focus on "Dressing for Success in Winter". **NO BOARD ACTION REQUIRED.**

FY 2014 WINTER MAINTENANCE APPROPRIATION. Director to refer to second request for supplemental funding. **NO BOARD ACTION REQUIRED.**

2014 ANNUAL TOWN MEETING. Director to refer to preliminary listing of easements prepared by Doug Stewart. **BOARD FEEDBACK REQUESTED.**

2. ENGINEERING DIVISION

FULLER BROOK PARK PROJECT. Director to provide verbal update. **BOARD VOTE REQUESTED.**

3. PARK & HIGHWAY

STATEMENT OF FACT – CONTRACT #14S-420-1498 – HOT MIX ASPHALT, PICKED –UP. Director to review bid recommendation. **BOARD VOTE AND SECRETARY SIGNATURE REQUIRED.**

DPW PARK/HIGHWAY BUILDING – ROOF REPLACEMENT PROJECT. Director to refer to memorandum to PBC Chair Matt King which outlined details related to the proposed roof replacement project. **NO BOARD ACTION REQUIRED.**

5. WATER & SEWER

MONTHLY PERFORMANCE REPORT. Director to refer to the reports prepared by Water & Sewer Superintendent Shaughnessy for the month of January 2014. **NO BOARD ACTION REQUIRED.**

7. FYI

- Notification of approval for Norfolk-Bristol-Middlesex (NBM) Highway Association to hold its annual equipment show in the DPW Yard on May 7th.