

**WELLESLEY BOARD OF PUBLIC WORKS RECORDS  
MARCH 18, 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; Executive Secretary Debra Surner; 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 February 25, 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**

**Accident Summaries.** The Director reviewed the summary of personal injury and vehicle incidents to date and reviewed specific reasons for the incidents. The Director made reference to the Safety Spotlight for the month of March with a focus on "Defensive Driving". The Board conveyed it would be interesting to see a graph outlining the incidents which have occurred over the past five years.

**2014 Annual Town Meeting (ATM).** The Director reviewed with the Board a number of Articles to be addressed during the upcoming ATM sessions.

**FY 2015 Operating Budget GAP List.** The Director explained that since this year's Tax Impact Operating Budget exceeded the Financial Services guideline by \$100,000, it became necessary for Staff to re-examine the entire operating budget to identify what line items would be impacted in case it should later become necessary to reduce the

## WELLESLEY BOARD OF PUBLIC WORKS RECORDS

March 18, 2014

2

proposed budget by \$100,000. Staff then reviewed in detail with the Board the individual components of the GAP list. Following an extensive discussion and review of that list, the Board requested that Staff make every effort to find alternative sources for savings with less direct impact on the residents.

**Next BPW Meeting.** The next Board meeting was scheduled for Monday, March 31, at 7:00 p.m. prior the first Annual Town Meeting session.

**FY2014 Winter Maintenance Appropriation.** The Director notified the Board of the need for a third request for supplemental funding which was submitted to the Board of Selectmen, and subsequently approved, for additional snow money. Mr. Pakstis reviewed the breakdown of the 23 weather-related events that occurred this past season and responded to specific questions from Advisory Committee members. The Director explained staff is reviewing the current numbers and indicated there is a strong likelihood there may be a need to make an additional request for funding.

### ENGINEERING DIVISION

**Statement of Fact – Contract #14C-410-1495 – Washington Street/Rockland Street Roadway Project.** The Director referred to the bid recommendation prepared by Assistant Town Engineer Douglas Stewart.

Following a discussion and upon motion duly made by Mr. Dugan and seconded by Mr. Donohue, it was unanimously,

**VOTED:** That the award for "Contract No. 14C-410-1495, "Washington Street/Rockland Street Roadway Project" be made to Charles Contracting Co., 75 Rosedale Road, Watertown, MA 02472, all in accordance with our specifications and their bid, in the amount of \$556,942.85, as the lowest responsible and eligible bidder.

**Other Road Work.** The Director indicated that in addition to the Washington Street/Rockland Street Roadway Project which is planned to begin soon after the Boston Marathon, both Seaver and Forest Streets are scheduled to be resurfaced during this upcoming construction season.

### WATER & SEWER DIVISION

**Water & Sewer Enterprise Funds Financial Statements.** The Director referred to the statements prepared by for the month of January 2014.

Commissioner Donohue noted that while the \$891,000 in cash is a satisfactory amount to have on hand, he noted not a lot of funding has been spent on capital programs, to date.

**WELLESLEY BOARD OF PUBLIC WORKS RECORDS**

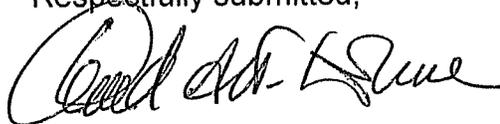
**March 18, 2014**

**3**

**ADJOURNMENT**

The meeting adjourned at 7:00 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "David A.T. Donohue". The signature is written in a cursive style with a large initial "D".

David A.T. Donohue  
Secretary

**DISCUSSION ITEMS  
WELLESLEY BOARD OF PUBLIC WORKS MEETING  
MARCH 18, 2014  
5:30 PM**

**APPROVAL OF MINUTES.** Board to review Open Session Minutes of the meeting of February 25, 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 March with a focus on "Defensive Driving". **NO BOARD ACTION REQUIRED.**

**2014 ANNUAL TOWN MEETING – FY15 OPERATING BUDGET GAP LIST.** Assistant Director to review memorandum related to the operating budget which currently exceeds the Financial Services Guideline by \$100,000. Also included are draft presentations for Articles 8, 11, 12 and 24, as well as copies of Motion 1 for Articles 11, 12 and 24. **BOARD FEEDBACK REQUESTED.**

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

**2. ENGINEERING DIVISION**

**STATEMENT OF FACT – CONTRACT #14C-410-1495 – WASHINGTON STREET/ROCKLAND STREET ROADWAY PROJECT.** Director to review bid recommendation. **BOARD VOTE AND SECRETARY SIGNATURE REQUIRED.**

**5. WATER & SEWER**

**WATER & SEWER ENTERPRISE FUNDS FINANCIAL STATEMENTS.** Director to refer to the Financial Statements for the month of January 2014. **NO BOARD ACTION REQUIRED.**

**7. FYI**

- Letter to Mansfield Road resident re: shrubbery obstructing the public way.