

**WELLESLEY BOARD OF PUBLIC WORKS RECORDS  
DECEMBER 9, 2013**

The Wellesley Board of Public Works held a duly posted open meeting in Wellesley High School in Room # 220, 50 Rice Street, 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 Ellen Korpi, official observer on behalf of the League of Women Voters. Advisory Subcommittee members Andrew Patten and Thomas Frisardi joined the meeting at 6:15 p.m. and departed at 6:30 p.m. to attend an Advisory Committee Meeting.

**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 November 13, 2013, 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.

Chairman Criswell chose to use this time to discuss the content of an e-mail he received from Seaver Street resident Kurt Somerville in which his concerns were expressed related to the length of the most recent drainage project done on Seaver and Forest Streets.

Mr. Somerville's primary issue was the fact that the neighbors were not kept up-to-date with progress reports in a timely manner. The resident also referred to the actions and performance of National Grid's contractor which exacerbated the problem when they began their work following the DPW's completion of its portion of the project and left the area in an unacceptable condition.

The Director reviewed the project timeframe and noted it started in early July. Mr. Pakstis explained specifics related to extenuating circumstances which created additional, unplanned work by DPW crews which ultimately contributed to the delay and impacted the length of the project. A portion of the unforeseen work included activity related to the discovery of gas mains, two of which were deemed later by National Grid to have been abandoned. The Director acknowledged that communications with area

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residents could have been better. In the future automatic updates and timely communications will be hand-delivered to area residents while up-to-date information will be reflected on variable message boards. Following the discussion, Chairman Criswell expressed his willingness to follow up in response to Mr. Somerville's complaint and all were in agreement that action would be most appropriate.

### 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 November with a focus on "Personal Protective Equipment".

**FY 2015 Tax Impact Operating Budget Request, Version 2.0.** The Director referred to Version 2.0 of the proposed Operating Budget. Mr. Pakstis noted the Operating Budget Summary identifies the anticipated tax impact operating needs of the Department of Public Works for FY 2015. The total FY15 tax impact request, not including RDF Business Initiatives, in the amount of \$6,516,636 reflects a 1.7% increase over the FY14 budget. Staff reviewed with the Board specific line items related to increases in Personal Services, as well as line items in the expense budget increases.

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

**VOTED:** To approve the FY 2015 Tax Impact Operating Budget, Version 2.0, in the amount of \$6,516,636, an increase of 1.7% over the FY14 Tax Impact Operating Budget. The total appropriation request would be \$6,648,669 which includes the Recycling & Disposal Facility's initiatives, as presented to the Board of Public Works on December 9, 2013.

### **FY 2015 Water & Sewer Enterprise Operating and Capital Budgets, Version 2.0.**

The Director and Assistant Director referred to the Water and Sewer Operating and Capital budgets. The Board and Staff discussed and reviewed the various programs, the respective lines items and five-year projections, as well as the Water and Sewer Operating Plan Summaries and Proformas.

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

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**VOTED:** To approve the FY2015 Water and Sewer Operating and Capital Budgets, as discussed at the meeting of the Board of Public Works on December 9, 2013, with Total Authorized Use of Funds in the amount of \$8,131,428 for Water and \$9,103,193 for Sewer.

Upon the conclusion of both budget discussions, it was confirmed that the Board and Staff would be available to present these budgets to the Advisory Committee at its meeting on Wednesday, December 18.

**Quarterly Report.** The Director reviewed the highlights in the FY14 First Quarter Report. Mr. Pakstis noted significant progress was made under capital in work for others; on the capital budget summary staff has continued to add the projected completion dates for capital projects. Following a brief discussion, it was agreed a detailed discussion of this report would be deferred until the next BPW meeting.

**WATER & SEWER DIVISION**

**Monthly Performance Report.** The Director referred to the report prepared by Water & Sewer Superintendent Shaughnessy for the month of October 2013. There was a discussion related to water usage and the variables that impact that amount. Also, reviewed were the various influences on Infiltration and Inflow (I/I) and how the system may be impacted as well as what how the Town of Wellesley's I/I compares to that of other Towns.

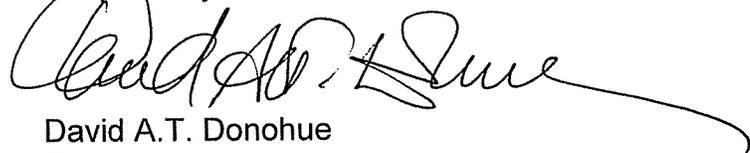
**Water & Sewer Enterprise Funds Financial Statements.** The Director referred to the Financial Statements for the month of October 2013 and responded to specific questions from the Board. It was noted that the overall expenses were down for the month of October and that the increased water yield has been significant.

**Next Meeting.** It was agreed that the next meeting of the Board of Public Works would be held on Tuesday, January 28, 2014, at 5:30 p.m.

**ADJOURNMENT**

The meeting adjourned at 6:55 p.m.

Respectfully submitted,



David A.T. Donohue  
Secretary

**DISCUSSION ITEMS  
WELLESLEY BOARD OF PUBLIC WORKS MEETING  
DECEMBER 9, 2013  
5:30 PM**

**APPROVAL OF MINUTES.** Board to review Open Session Minutes of the meeting of November 13, 2013. **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 December with a focus on "Personal Protective Equipment" (PPE). **NO BOARD ACTION REQUIRED.**

**FY 2015 TAX IMPACT OPERATING BUDGET REQUEST, VERSION 2.0.** Director to refer to the version 2.0 of the proposed budget request. **BOARD APPROVAL REQUESTED.**

**FY 2015 WATER & SEWER ENTERPRISE OPERATING AND CAPITAL BUDGETS, VERSION 2.0.** Director to refer to version 2.0 of the proposed enterprise fund budgets. **BOARD APPROVAL REQUESTED.**

**QUARTERLY REPORT.** Director to review highlights in the FY14 First Quarter Report. **COPIES OF REPORT TO BE DISTRIBUTED AT THE MEETING. NO BOARD ACTION REQUIRED.**

**5. WATER & SEWER**

**MONTHLY PERFORMANCE REPORT.** Director to refer to the report prepared by Water & Sewer Superintendent Shaughnessy for the month of October 2013. **NO BOARD ACTION REQUIRED.**

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

**7. FYI**

- Notification letter re: obstructions in public way and/or trees posing potential hazards.
- Correspondence related to Plymouth County Waste Management Cooperative.