

**WELLESLEY BOARD OF PUBLIC WORKS RECORDS
MAY 14, 2013**

The Wellesley Board of Public Works held a duly posted open meeting in the Boardroom in the Utility Building, 20 Municipal Way, convening at 7:30 a.m.

PRESENT

Those present included Commissioners Paul L. Criswell and Owen H. Dugan; Director Michael P. Pakstis; Assistant Director Judith A. Curby; Town Engineer David J. Hickey, Jr., Water & Sewer Superintendent William J. Shaughnessy; Recycling & Disposal Facility Superintendent Gordon Martin; Senior Management Analyst David A. Cohen; Executive Secretary Debra Sumner; Advisory Subcommittee member Andrew Patten; and interested resident Ellen Ledley Korpi.

APPROVAL OF MINUTES

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

VOTED: To approve the open Session minutes of the meeting of March 19, 2013, as presented.

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

VOTED: To approve the Open Session minutes of the meeting of April 1, 2013, as presented.

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

VOTED: To approve the Open Session minutes of the meeting of April 22, 2013, as presented.

Mr. Patten informed the Board and Staff that he considered the minutes of March 19, 2013 to have accurately depicted a summary of his personal experience with a sewer problem at his home. He once again emphasized how much he appreciated the oversight provided by the Water, Sewer and Engineering Division employees which he considered to be the most important component in the entire process.

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.

WELLESLEY BOARD OF PUBLIC WORKS RECORDS

May 14, 2013

2

ADMINISTRATION

Ellen Ledley Korpi. The Board welcomed Ms. Korpi who had previously expressed to Commissioner Criswell her interest in attending future meetings of the Board of Public Works.

Coming Events. The Director referred to the DPW Open House scheduled to be held from 11:00 a.m. - 3:00 p.m. on Saturday, May 18, which will provide an opportunity for attendees to walk through the new building. There will be a display of equipment in the yard. Mr. Pakstis also confirmed that the Department would have two trucks participating in the 45th Annual Wellesley Veterans' Parade on May 19.

Accident Summaries. The Director reviewed the summary of personal injury and vehicle incidents to date and referenced the Safety Spotlight for May with a focus on "Hearing Protection" as part of the month's concentration on Personal Protective Equipment. Mr. Pakstis noted the decrease in the number of both lost-time and vehicle incidents is indicative of things moving in a positive direction.

Quarterly Report. The Director reviewed highlights in the FY13 Third Quarter Report. Following a review of the report and specifics related to the Morses Pond Wellfield project, it was concluded that all appears to be moving along smoothly in each of the divisions.

Equipment Replacement Plan Change Recommendation. The Director reviewed with the Board specific recommendations for adjusting the current plan in order to fulfill the Department's operational needs. He then provided a detailed review of the specific units involved. The swap proposed was the result of collaboration between Fleet, Highway and the RDF and has resulted in a creative solution to the problem of not being able to replace the RDF "Yard Mule" unit as originally planned.

ENGINEERING

EPA Correspondence re: Proposed CVS Pharmacy/Store. The Director referred to the notice of work to be done on the site related to the potential discharge of storm water related to the construction of the new CVS at 984 Worcester Street, Wellesley.

Public Records Request. The Director referred to a request from Phillips Garcia Law Firm of North Dartmouth, MA for a certified engineering plan for the intersection of Weston Road and Linden Street. No specific reference was made as to the reason for the request.

WELLESLEY BOARD OF PUBLIC WORKS RECORDS

May 14, 2013

3

PARK & HIGHWAY

Pilgrim Circle Residents Request for Asphalt Paving. The Director referred to the request and reiterated the reasoning behind the use of chip seal for surfaces other than main roadways. The product quality, which now includes rubber, has improved over the years to make it not only more economical than total resurfacing, but also extremely durable. The Director conveyed he would notify the resident that the road would not be resurfaced.

RECYCLING & DISPOSAL FACILITY

Electronics Recycling. RDF Superintendent Gordon Martin attended the meeting to discuss with the Board the importance he puts on the Town working toward being part of the solution to ensure computers and electronics are being disposed of in an environmentally responsible way. Following the discussion, Gordon confirmed that he would write a "Did You Know" article with a focus on this subject for publication in The Wellesley Townsman.

WATER & SEWER DIVISION

Promotion of Joseph Doherty. The Director referred to the memorandum announcing the promotion of Joe Doherty from General Foreman to Assistant Water & Sewer Superintendent. The Board requested their congratulations be extended to Joe for this achievement. Mr. Patten echoed the Board's sentiments and complimented Joe on his management style and skills.

10 Boulevard Road. The Director notified the Board that he had recently been contacted by Dona Kemp from the Wellesley Housing Development Corporation regarding the potential use of this property.

The Director provided an overview of the history since the Water & Sewer Division had been the keeper of the Boulevard Road property. At the 2003 Annual Town Meeting, the Board of Public Works transferred "the care, custody, management and control of the parcel of land known as and numbered 10 Boulevard Road, ... said land not currently being required for sewer purposes" to the Board of Selectmen "for the purpose of leasing the same to the Wellesley Housing Development Corporation... provided, however, that the right of the Town is reserved to transfer said parcel back to the Board of Public Works for sewer purposes, should that need arise."

Following a discussion regarding the potential uses and limitations regarding the property, the Director emphasized the DPW could need the land for sewer purposes and indicated a definitive timeline is still in question.

WELLESLEY BOARD OF PUBLIC WORKS RECORDS

May 14, 2013

4

The Director conveyed that he would contact Ms. Kemp to discuss the potential for property development which could assist the Town in achieving its affordable housing goal.

Proposed FY14 Water and Sewer Rates. The Director referred to the memorandum prepared by Assistant Director Curby related to the Water and Sewer Proforma statements for FY14. Staff reviewed with the Board the highlights of those Proformas and the analysis upon which the recommendations for the proposed FY 2014 rate increase is based.

It was noted a review of the Water Proforma shows there is no need for a Water rate increase at this time.

The FY14 sewer use rate is proposed to increase by \$0.59 per CCF or 8.0%. The impact on the average residential user would be \$70.80 for the year, or \$5.90 per month.

The proposed increase in the Base portion of the rate would be \$0.24 and the increase in the MWRA portion of the rate would be \$0.35. These increases would cover the increases in MWRA charges and Sewer Division operations costs in FY13 and FY14.

Staff reminded the Board there would be the opportunity for further discussion related to the proposed sewer rate increase after the Public Hearing on Tuesday, June 4, at 5:30 p.m.

Water & Sewer Enterprise Funds Financial Statements. The Director referred to the Financial Statements for the month of March 2013 and responded to specific questions from the Board.

OTHER

Highway Division Projects. In reply to Commissioner Criswell's inquiry, the Director provided a status report on the timing related to the road work to be done on both Washington and Kingsbury Streets. It was also noted that the work to be done at the intersection of Rockland and Linden Streets will involve pushing back the sidewalk in front of the Christian Science Church.

Next Meeting. It was agreed that the next meeting of the Board of Public Works would include a Public Hearing related to the proposed rate increase for Sewer and would be held on Tuesday, June 4, at 5:30 p.m.

WELLESLEY BOARD OF PUBLIC WORKS RECORDS

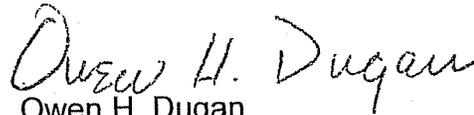
May 14, 2013

5

ADJOURNMENT

The meeting adjourned at 8:45 a.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Owen H. Dugan". The signature is written in dark ink and is positioned above the printed name and title.

Owen H. Dugan

Secretary

DISCUSSION ITEMS
WELLESLEY BOARD OF PUBLIC WORKS MEETING
MAY 14, 2013
7:30 AM

APPROVAL OF MINUTES. Board to review Open Session Minutes of the meetings of March 19, 2013 and April 1 and April 22, 2013. **BOARD APPROVAL AND SECRETARY SIGNATURE REQUIRED.**

1. ADMINISTRATION

ACCIDENT SUMMARIES. Director to review summary of personal injury and vehicle incidents to date. Director to refer to Safety Spotlight for month of May with a focus on Hearing Protection. **NO BOARD ACTION REQUIRED.**

QUARTERLY REPORT. Director to review highlights in the FY13 Third Quarter Report. **NO BOARD ACTION REQUIRED.**

EQUIPMENT REPLACEMENT PLAN CHANGE RECOMMENDATION. Director to review proposed change to Equipment Replacement Plan. **BOARD FEEDBACK REQUESTED.**

2. ENGINEERING

EPA CORRESPONDENCE RE: PROPOSED CVS PHARMACY/STORE. Re: Authorization to discharge under the Remediation General Permit (RGP) located at 984 Worcester Street with a copy to Chairman Donohue. **NO BOARD ACTION REQUIRED.**

PUBLIC RECORDS REQUEST. Mike referred to request for certified engineering plan for the intersection of Weston Road and Linden Street. **NO BOARD ACTION REQUIRED.**

3. PARK & HIGHWAY

PILGRIM CIRCLE RESIDENTS REQUEST FOR ASPHALT PAVING. Director to refer to correspondence from and response to request for paving of road with asphalt vs. chip seal. **NO BOARD ACTION REQUIRED.**

4. RECYCLING & DISPOSAL FACILITY

ELECTRONICS RECYCLING. RDF Superintendent Gordon Martin will review recycling requirements. **NO BOARD ACTION REQUIRED.**

5. WATER & SEWER

PROMOTION OF JOSEPH DOHERTY. Director to refer to Town-wide announcement of promotion from General Foreman to Assistant Water & Sewer Superintendent, effective April 16, 2013. **NO BOARD ACTION REQUIRED.**

10 BOULEVARD ROAD. Director to refer to inquiry from Dona Kemp on behalf of the Wellesley Housing Authority as well as review attached background on 10 Boulevard Road. **BOARD FEEDBACK REQUESTED.**

PROPOSED FY14 WATER AND SEWER RATES. Director to refer to proposed rate increase that would become effective July 1, 2013. Also to be reviewed is a draft Customer Letter and draft Summary of Rate Changes for residential and commercial/municipal/multi-unit properties. **BOARD FEEDBACK REQUESTED.**

WATER & SEWER ENTERPRISE FUNDS FINANCIAL STATEMENTS. Director to refer to the Financial Statements for the month of March 2013. **NO BOARD ACTION REQUIRED.**

7. FYI

- Tetra Tech-Route 9 Boulder Brook Culvert Replacement Project
- Construction Cost Database – 2013 Unit Prices
- Sewer Connections: 56-68 Linden Street
- Building Inspection Maintenance Program – April 2013
- Wellesley's 2012 Winter Moth Control Program Update
- Letter to Current and Former Property Owners of 30 Benvenue Street re: pruning of public shade trees