

WELLESLEY BOARD OF PUBLIC WORKS RECORDS
January 12, 2021

The Wellesley Board of Public Works held a duly posted open online remote meeting beginning at 4:00 PM.

Remote participants included Chair Ellen Korpi and Commissioners Jeffrey P. Wechsler and Scott Bender; Director David A. Cohen, Assistant Director Jeffrey Azano-Brown; Town Engineer David J. Hickey, Jr., Water & Sewer Superintendent William J. Shaughnessy, Executive Assistant Debra Sumner; and Advisory Committee Liaison William Maynard. Others in attendance included Recreation Department Commissioner Mark Wolfson and Natural Resources Commissioner Jay McHale.

Chair Korpi called the meeting to order at 4:05 PM.

APPROVAL OF MINUTES

Following a review of the minutes of the meeting of November 17, 2020 and upon motion duly made by Mr. Wechsler and seconded by Mr. Bender, it was unanimously,

VOTED: To approve the Open Session Minutes of the meeting of November 17, 2020.

CITIZEN SPEAK

Hunnewell Field Restroom Replacement Project. Mr. McHale conveyed how much he appreciated working on the Hunnewell Field Restroom Replacement Project as well as on the Natural Resources Commission. He also expressed appreciation for all the work performed and especially for the spirit of comradery geared toward getting the project accomplished.

Chair Korpi responded with her thanks to Mr. McHale for his constructive thinking and having assisted in making good progress on this project.

Morses Pond Study. Recreation Commissioner Mark Wolfson explained that he and Recreation Department Director Matt Chin have been talking with folks about getting work done at Morses Pond and, following a high-level review of where they are, it is time to look at how to move the work forward. To that end, Mr. Wolfson notified the Board and Staff that Mr. Chin has requested to be added to the next meeting agenda of the Board of Public Works to discuss the project in greater detail.

Mr. Wolfson confirmed working on this project and developing a plan to start this project. He explained that at the next BPW Meeting Mr. Chin would discuss in more detail the plan to get the project completed.

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Ms. Korpi confirmed that the planning for this project would meet with the Sustainability Guidelines as established.

Mr. Wolfson referred to the extensive feasibility plan in development by Weston & Sampson. He explained the first step is to start conversations and make people aware of the plans for this area, which is to be done over a three to five year period. It is anticipated there will be many conversations and meetings held. He encouraged the Board of Public Works to reach out to him or Matt Chin with any questions or comments prior to next BPW meeting.

Advisory Committee Liaison Update. Mr. Maynard conveyed the Advisory Committee is requesting as part of the general capital and operating budget discussions, for current year plan actuals to be included in the presentations. It is also requested a status update on where the Department is relative to plan and if any significant variances are anticipated.

Mr. Maynard notified the Board and Staff a second item to be addressed is Covid-19 impacts involving negative or positive variances on budget impacts looking to FY21. The third issue to be addressed is the impact of the Select Board's guidelines to meet the budget.

Mr. Wechsler inquired if there has been any formal feedback on the level of cuts. Mr. Hickey responded that based upon informal guidance, it is unlikely Walnut Street roadwork will move forward as it may not be feasible to fund projects on both Grove and Walnut Streets in the same year. A revised budget is to be provided at the next meeting.

DIRECTOR'S ITEMS

DPW Monthly Report. Director Cohen began the review by referencing topics and additional highlights including Key Performance Goals, Key Challenges & Opportunities and Key Metrics included in the following divisions: DPW Administration; Engineering, Highway, Park & Tree; Recycling & Disposal Facility; Water & Sewer; Health & Safety; Winter Maintenance and Additional Information, including Completed Goals. A detailed discussion ensued and staff responded to specific comments and inquiries from the Board. At the conclusion of the review of the information, Ms. Korpi complimented Director Cohen and conveyed her appreciation for the informative report.

Safety Program – Incident Summaries. The Director referred to the summaries of personal injury and vehicle incidents to date. Reference was made to the Safety Spotlight with a focus on "Power Tool Safety".

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Statement of Fact Activity Report. The Director referred to the most recently updated version of this report, included for informational and reference purposes.

Sustainability. The Director updated the Board on recent developments and initiatives.

Brine Pilot Program with the Town of Needham. The Director referred to the memorandum outlining a new pilot test initiative that will enable the Town of Needham to take advantage of the Town of Wellesley's salt brine program. Mr. Cohen explained that for purposes of the pilot program, Wellesley would make and deliver batches of brine to Needham for their use as an anti-icing and de-icing treatment for their roads. The town of Needham will reimburse Wellesley for all services and materials provided.

Mr. Cohen also conveyed this pilot program would be similar to the RDF Business Initiatives program where the Wellesley DPW operating budget incurs the cost of producing and delivering the brine and all reimbursements will be deposited into the General Fund.

Following the review, it was the consensus of the Board that they were supportive of this initiative and look forward to learning more as the arrangement evolves.

RECYCLING & DISPOSAL FACILITY (RDF)

RDF Welcome Package. The Director referred to the update on the Welcome Package provided by RDF Superintendent Manzolini. Staff reviewed with the Board the proposed contents of the package, the purpose of which is to encourage new residents signing up for utilities to obtain an RDF permit via the new Online Permitting System to utilize the Facility. Progress updates will be provided as they become available.

Community Engagement Plan. Director Cohen referenced the initial draft version of the plan for the upcoming year. He explained the purpose of this plan is to provide a road-map for the various ways that the Department plans to engage with the community throughout the year.

Mr. Cohen explained that the plan is comprised of a listing of on-going programs and possible new initiatives that are under consideration as staff makes its way through the planning process. This plan will also be reviewed against the DPW Strategic Plan to better focus attention on programs that align with existing strategic priorities. A review is also planned for each existing program to identify improvements and enhancements to more effectively connect with the intended audience. Updates will be provided to the Board as they occur.

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WATER & SEWER DIVISION

Water & Sewer Enterprise Fund Financial Statements. The Director referred to the financial statements for the month of November 2020. Staff addressed comments from the Board related to high water sales during the summer months, as well as an inquiry regarding a portion of the information reflected on the income statements.

Water & Sewer Division Monthly Performance Report. The Director referred to the report for the month of November 2020 prepared by Water & Sewer Superintendent William Shaughnessy and invited questions from the Board. Both Mr. Cohen and Mr. Shaughnessy responded to specific inquiries related to non-operating activities, including demolitions.

STORMWATER DISCUSSION

Mr. Hickey provided the Board with an overview of the Town of Wellesley's Stormwater System.

The original objective of the program, established in 1987 by the Environmental Protection Agency (EPA) was to preserve, protect and improve water resources. At that time a Phase I Rule was implemented, which required cities or counties with populations of 100,000 or more to obtain a National Pollutant Discharge Elimination System (NPDES) permit for their stormwater discharges.

This initiative was followed in 1999, by the implementation of the Phase II program, an expansion of Phase I, including additional operators, small Municipal Separate Storm Sewer System (MS4's) to obtain NPDES permit coverage for stormwater discharges.

The purpose of this program is to reduce the discharge of pollutants to the maximum extent practicable to protect water quality. Mr. Hickey presented information on the background, regulations and discussed possible future changes to the program. He also referred to how the drainage system is managed and referenced watershed drainage basins and explained the Town drainage systems are comprised of 10 primary watersheds 130 miles in length, consisting of 4500 catch basins, 400 outfalls, 2200 drain manholes and 28 interconnection points.

Mr. Hickey conveyed that stormwater projects fall within either of two categories -- capital planning or stand-alone drainage projects.

Mr. Hickey conveyed that in 2004 MS4 began a different line of focus vs. the size of pipes. It is now a topic that is to meet minimum control measures, of which some involve a public education component and involvement, as well as illicit detection and elimination where stormwater was getting into the system.

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Working through programming and planning encourages the use of Best Management Practices (BMP) and how can we mitigate for impervious areas and explore what practices can be used to mitigate stormwater.

Over the last eight (8) years, 72 stormwater Best Management Practices have been done in Wellesley. These included the Fuller Brook Park Restoration Project and the DPW Administrative Building, among others. Also done were 239 private BMPs to review development, which tend to be larger developments.

Mr. Hickey referred to additional projects with stormwater components impacted by the changes in MS4 practices and policies which included the 900 Worcester Street, Brook & Benvenue intersection improvements; Hunnewell Field Reconstruction Project; Forest Street and Franklin Road intersection; and the Wellesley Avenue at Great Plain Avenue Intersection.

Other activities performed in the Engineering Division as part of MS4 has involved visiting all outfalls during dry weather. The need is to observe and confirm the areas are dry. It was reported only 12 of 400 had a minor flow, which were subsequently tested and determined to be from natural sources such as groundwater, excepting one, which we have not been able to replicate.

A stormwater hotline was created for callers to anonymously report violations but it has been used very rarely recently.

Other capital projects impacted by the MS4 Permit involving stormwater in work include Grove Street and Walnut Street Reconstruction, where there are long runs without storm drainage, which must be extended to existing drain works. Brook Street also has undersized pipes to be evaluated before the road will be paved.

Over the next few years, inspections will involve wet weather inspections vs. dry. Stormwater pipe video and testing will help to identify storm drain connections to be removed.

Mr. Hickey recommended a positive measure would be for more low impact development projects should encouraged.

Mr. Hickey explained he has seen how the MS4 Permit, has changed and evolved over the years. What started as evaluating designed systems, has become more complex. It also encourages us to engage more with the public by education and involvement. The Environmental Protection Agency (EPA) wants the public to have a higher level of investment in the process.

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Phosphorous is a challenge in stormwater and of primary importance to portions of Massachusetts and the Charles River Watershed. It is recommended the removal of 52% of phosphorous, which would equate to 1800 pounds per year versus the five to 10 pounds currently removed. He explained this would require the participation of private landowners, as well as municipalities, to accomplish this goal. The EPA's Residual Designation Authority (RDA) may decide to consider regulatory control for landowners in the Charles River Basin with more than an acre of land, which would impact approximately 340 properties in Wellesley, including both residential and commercial. MS4 encouraged a change in practices and policies.

Mr. Hickey raised the matter of climate change, which needs to be considered and how it will impact stormwater.

He notified the Board that in the Engineering Division, it has been suggested that a specialized consultant be brought in to review MS4 and see what we have done well, as well as to identify needs going forward and have them independently concur, or identify for us needs yet to be addressed and provide a cost estimated to do that work. Mr. Hickey predicted it would be most costly operationally and investment-wise. A dedicated consultant could also provide needed assistance to evaluate potential for a Stormwater Enterprise Fund.

Mr. Hickey noted that in Massachusetts every municipality deals differently to address stormwater, depending upon the various authorities. He suggested there would be a benefit to establishing a working group to bring together numerous departments, including the Natural Resources Commission and Planning, as they see many impacts in various streams, ponds and rivers.

The Town Engineer noted larger topics and challenges would be coming up in the future. Mr. Hickey concluded by conveying the objective it to go forward with a plan on this dynamic topic and welcomed the Board's questions and feedback.

Chair Korpi noted that the climate issue plays into the challenge. She requested that Staff give consideration as to how to move forward with formation of a working group.

Following the comprehensive overview provided by Town Engineer Hickey, Chair Korpi conveyed her thanks to Mr. Hickey and expressed her appreciation to him on the educational presentation. Ms. Korpi concurred this could be an opportune time to engage a consultant to provide external expertise related to management of the structure to manage storm events over the next 50 years. Commissioners Wechsler and Bender concurred that Mr. Hickey's presentation was extremely informative and encouraged Staff to move ahead to form a Working Group.

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Director Cohen acknowledged Ms. Korpi's recommendation as a positive next step and reiterated it is a good time to engage a consultant to assist us in navigating the challenges ahead.

Next BPW Meeting Date. It was reconfirmed that the next meeting has been scheduled for Tuesday, February 9, 2021, at 4:00 p.m.

ADJOURNMENT

Upon motion duly made by Mr. Wechsler and seconded by Mr. Bender, it was unanimously,

VOTED: To adjourn.

The meeting adjourned at 6:03 p.m.

Respectfully submitted,

DocuSigned by:

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Scott Bender
Secretary

DISCUSSION ITEMS
WELLESLEY BOARD OF PUBLIC WORKS REMOTE ONLINE MEETING
JANUARY 12, 2021
4:00 PM

- A. CALL TO ORDER**
- B. APPROVAL OF MINUTES.** Board to review the Open Session Minutes of the Meeting of November 17, 2020. **BOARD APPROVAL AND SECRETARY SIGNATURE REQUIRED.**
- C. CITIZEN SPEAK**
- D. ADVISORY COMMITTEE LIAISON UPDATE.** Director to inquire if Mr. Maynard has information to bring to the attention of the Board and Staff. **NO BOARD ACTION REQUIRED.**
- E. DIRECTOR'S ITEMS**
- F. DPW MONTHLY REPORT.** Director to refer to division highlights the report. **BOARD FEEDBACK REQUESTED.**
- G. SAFETY PROGRAM – INCIDENT SUMMARIES.** Director to refer to summaries of personal injury and vehicle incidents to date. Reference to be made to the Safety Spotlight with a focus on "Power Tool Safety". **NO BOARD ACTION REQUIRED.**
- H. STATEMENT OF FACT ACTIVITY REPORT.** Director to reference the report reflecting contract awards between \$10,000 and \$50,000, to date. **NO BOARD ACTION REQUIRED.**
- I. SUSTAINABILITY.** Director to update the Board on recent developments and initiatives. **NO BOARD ACTION REQUIRED.**
- J. BRINE PILOT PROGRAM WITH NEEDED.** Director to refer to memo outlining a new partnership providing salt brine to the Needham DPW. **BOARD SUPPORT REQUESTED.**
- K. RDF WELCOME PACKAGE.** Director to refer to update on Welcome Package from RDF Superintendent Manzolini. **NO BOARD ACTION REQUIRED.**
- L. COMMUNITY ENGAGEMENT PLAN – DRAFT.** Director to reference draft plan for upcoming year. **NO BOARD ACTION REQUIRED.**
- M. WATER & SEWER NOVEMBER 2020 FINANCIAL STATEMENTS. NO BOARD ACTION REQUIRED.**
- N. WATER & SEWER DIVISION MONTHLY PERFORMANCE REPORT.** Director to refer to report for the month of November 2020 prepared by Water & Sewer Superintendent Shaughnessy. **NO BOARD ACTION REQUIRED.**

O. STORMWATER DISCUSSION AND Q&A. Town Engineer David Hickey to present information on the Town's Stormwater Program and discuss possible future changes to the program. **BOARD INPUT REQUESTED.**