

WELLESLEY BOARD OF PUBLIC WORKS RECORDS
February 9, 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; Town Engineer David J. Hickey, Jr., Water & Sewer Superintendent William J. Shaughnessy; Executive Assistant Debra Surner; and Advisory Committee Liaison William Maynard. Others in attendance invited to participate in the meeting included Recreation Department Chair Matt Chin; Natural Resources Commission (NRC) Chair Raina McManus; NRC Director Brandon Schmitt; and Trish Glass from Sustainable Wellesley.

Chair Korpi called the meeting to order at 4:01 PM

BOARD OF PUBLIC WORKS MEETING MINUTES. There were no minutes for approval at this meeting.

CITIZEN SPEAK

The Chair provided anyone participating remotely with the opportunity to speak regarding matters pertaining to the Department of Public Works. No citizens participated and no one chose to speak.

Advisory Committee Liaison Update. Director Cohen welcomed Mr. Maynard to the meeting and invited him to raise any matters related to the Department. Mr. Maynard took the opportunity thank Staff and BPW members for the thorough presentation made recently to the Advisory Committee. He noted that the feedback from Advisory Committee members was positive.

Recent Snow Event. Mr. Wechsler conveyed his thanks to the staff and plow drivers for their hard work clearing the streets on Sunday as they prepared the roads for Monday. Mr. Cohen added that Water and Sewer Division crews were also occupied dealing with a water leak on Saturday, then back in on Sunday to provide assistance with snow-related tasks to be accomplished.

Morses Pond Study. Chair Korpi invited Recreation Department Director Matt Chin to provide an update on the status of the Morses Pond Beach Master Plan created by Weston & Sampson.

Mr. Chin began by referencing that a year, or so, ago the Community Preservation Committee and Recreation Department split the cost for a master plan to be developed to illustrate the current condition of the Morses Pond area and the future plans for the same.

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Mr. Chin referred to the Morses Pond Beach Area & Bathroom Facility Study prepared by Weston & Sampson and noted particular highlights in the Master Planning Process, existing conditions and project funding and budget considerations. Mr. Chin noted that this plan has a placeholder in the Recreation Department's Capital Plan for FY 2023 and FY 2025. He also responded to specific inquiries from the staff and the Board. Mr. Chin noted the architectural firm retained for this project was selected to create a similar project at Walden Pond in Concord. He also confirmed the firm understands what needs to occur in the next phase following the feasibility study.

Mr. Chin referred to one key change, which will entail accessibility to the facility to be via a boardwalk to provide a safer mode of travel for pedestrians. A new walking trail has also been created to allow individuals to use the walking loop by the park area.

Mr. Chin continued with a more detailed review of the status of the Feasibility Study and project timeline.

Chair Korpi and Mr. Wechsler referred to the area between the parking lot and water building. They confirmed the importance of reviewing with Water & Sewer Superintendent Shaughnessy the proximity to the wellhead and to be certain Municipal Light Plant staff is included in that conversation.

Mr. Shaughnessy noted that it is time to look at replacing the existing sewer station and that the replacement cost of that station be reflected in the budget.

Chair Korpi thanked Mr. Chin for the informative presentation and he confirmed he would continue to keep the Board of Public Works apprised of ongoing activities.

Director's Items

Sustainability.

Green Zones. Director Cohen explained that an outcome of the electrification workshops held in the fall is that the DPW has been working to electrify landscaping and other equipment.

NRC Chair Raina McManus, NRC Director Brandon Schmitt and Trish Glass of Sustainable Wellesley opened the discussion related to Green Zones. It was confirmed there was an item in the capital budget to include electrical equipment. Reference was made to the initial four target parks identified to start. Those locations include Church Park, Central Park, the Tolles Parsons Center and the Police Station.

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Mr. Cohen conveyed that Park Division staff is confident they have the expertise to move forward and not allow a lack of funding to move away from the initiative.

Mr. Wechsler inquired about the cost of being certified. Mr. Cohen confirmed there is an estimate of \$16-17,000 and noted discounts may be available once certified, which is a consideration.

Ms. Korpi emphasized the importance of lowering emissions as a high priority. Mr. Bender concurred with Chair Korpi that the priority would be to get equipment for an appropriate purpose to reduce emissions. The Director confirmed a closer look would be taken related to the funding for this equipment in the Capital Budget.

Ms. Glass extended her thanks to the Board and staff for considering sustainability and moving forward toward net zero. She emphasized how refreshing it was to receive such support and enthusiasm toward the sustainability effort and noted how Towns such as Lexington and Wellesley will benefit from the initiatives. Ms. Glass also confirmed how much she appreciates the workshops sponsored by the NRC, DPW and Town. It was noted that increased momentum demonstrated and offered by communities is valued. She also reiterated that Sustainable Wellesley stands ready to amplify, sustain and provide support for this initiative. Ms. Glass noted that it is hoped that the Town will take the lead to encourage households to follow suit.

NRC Director Schmitt echoed Ms. Glass' thanks. Mr. Schmitt also acknowledged that actions performed by the DPW confirmed that "it walks the walk" and he encouraged Staff to continue what is in process and use funding accordingly to execute additional options.

Ms. McManus conveyed how pleased she is that the park locations selected are in close proximity and emphasized the NRC is willing to provide assistance in any way and emphasized the importance of working together and noted signs would be provided.

Director Cohen acknowledged a great deal of work remains to be done ahead and confirmed he would keep all parties informed on the Green Zone initiative.

Mr. Wechsler extended his thanks to all involved who set up workshops to educate people about the planning stages as things move forward.

Ms. Korpi conveyed that after she and Mr. Cohen saw the workshop, they noted that Park Division staff demonstrated enthusiasm, were directly inspired and are very much looking forward to executing the work.

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Director Cohen expressed his appreciation for the comments and feedback. He also noted there are health benefits as a byproduct of some equipment, including less mechanical vibration to be absorbed by the employees while using the tools.

Stormwater Working Group. Mr. Cohen conveyed that as a part of the last Stormwater meeting, a discussion ensued regarding the potential for creating a Stormwater Working Group to identify and advance the idea of a stormwater enterprise. In addition to reviewing stormwater initiatives, it was recommended it might be appropriate to review current bylaws. Mr. Cohen confirmed that he and Mr. Hickey will continue discussions with the potential participants from the proposed Working Group and keep the Board informed of progress.

Ms. Korpi conveyed that obviously, the NRC has been putting a fair amount into this issue and with Planning, we have some impact on larger projects and none on smaller ones. Can the DPW have a more proactive influence?

Mr. Wechsler inquired how we would organize this and how many members from various groups can be involved. Ms. Korpi emphasized it is her thought this effort should be staff-driven.

Mr. Cohen referenced the Traffic Safety Committee, as well as the On-Call Traffic Consultant and conveyed these could provide a useful model and added expertise and third-party credibility.

Mr. Wechsler recommended that when severe storm events occur, consideration be given to those property owners who have been impacted as a priority.

Mr. Hickey noted a municipal vulnerability assessment had been conducted and remarked how many comments were raised related to stormwater and the exciting opportunity it presents.

Mr. Cohen conveyed that if the BPW is supportive, he would initiate a memorandum to start the process. In reply to Director Cohen's recommendation, it was the consensus of the Board that it was supportive of his plan to move forward with taking appropriate steps to move the process forward.

Ms. McManus conveyed it is likely that the Natural Resources Commission as well as the Wetlands Protection Commission, and potentially the Planning Board, may be very interested in this initiative/endeavor.

Director Cohen confirmed his next step would be to map out development of a working group.

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The Board and Staff thanked Ms. McManus, Mr. Schmitt and Ms. Glass for their feedback and participation in the meeting.

DPW Monthly Report. Director Cohen indicated that while a couple of the highlights in this report had already been discussed, including the Green Zone initiative and the Stormwater Program, he would continue to review additional content.

Mr. Cohen then referenced topics and additional highlights including Key Performance Goals, Key Challenges & Opportunities and Key Metrics reflected in this report from DPW Administration; Engineering; Highway; Park & Tree; Recycling & Disposal Facility; Water & Sewer; Health & Safety; Winter Maintenance and Additional Information, including completed Goals.

The Director referred to the Safety Program Incident Summaries, as well as the Safety Spotlight with a focus on "Controlling Hazards Inside Confined Spaces". Mr. Cohen notified the Board that these items, as well as the Statement of Fact Activity Report, would be incorporated into future DPW Monthly Reports.

A detailed discussion ensued and staff responded to specific comments and inquiries from the Board. At the conclusion of the review of the information, Chair Korpi conveyed to Mr. Cohen this is a wonderful report.

FY 2022 DPW Tax Impact Operating Budget – Version 3.0. Director Cohen referred to the Operating Budget summary. He noted the only change from the last version that the Board approved is that the Management Pay Plan salary increases have been removed per the request of Financial Services. Mr. Cohen also confirmed this budget meets the guidelines.

Following a brief discussion and upon motion duly made by Mr. Wechsler and seconded by Mr. Bender, it was unanimously,

VOTED: To approve the FY 2022 DPW Tax Impact Operating Budget Request, Version 3, which excludes Merit Pay Plan increases and includes RDF Business Initiatives, for a total of \$7,701,306.

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FY 2022 DPW Tax Impact Capital Budget – Version 4.0. Mr. Cohen referred to the most recently revised version of this budget.

Chair Korpi emphasized her understanding of the importance of the DPW participating in the budget process as a team player but expressed her concern regarding postponement of some items to be deferred until a later time. Ms. Korpi commented it could be helpful to have an interdepartmental process to consider all priorities. Ms. Korpi expressed concern related to future ramifications of project deferral and the consequences a lack of attention to drainage issues could result in, such as floods and other future damage.

Following a detailed review and lengthy discussion and upon motion duly made by Mr. Wechsler and seconded by Mr. Bender, it was unanimously,

VOTED: To approve the FY 2022 DPW Tax Impact Capital Budget Version 4, with a cash capital total of \$1,696,000 and a Bonding and Chapter 90 total of \$4,040,000 for a total capital funding request of \$5,736,000.

Mr. Wechsler expressed his appreciation for Director Cohen and his team for their work to successfully meet the request on behalf of the Town.

Mr. Maynard conveyed he would communicate to the Advisory Committee those budget-related concerns expressed by the Board of Public Works.

RECYCLING & DISPOSAL FACILITY (RDF)

Baler, Compactors and Other RDF Equipment Repair Fund Expenditure Request. Director Cohen referred to the recommendation prepared by RDF Superintendent Manzolini for authorization to expend up to \$20,000 from this fund for the cost of repairs to both the baler and trash compactor number two.

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

VOTED: That the Board of Public Works authorizes the expenditure of up to \$20,000 from the FY 2021 Baler, Compactors and Equipment Major Repair Revolving Funds for the repair to the baler and trash compactor number two.

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WATER & SEWER DIVISION

Irrigation Well Request - 26 Peirce Road. Following a brief discussion and upon motion duly made by Mr. Wechsler and seconded by Mr. Bender, it was unanimously,

VOTED: To approve the application for an Irrigation only Well Request to drill the well, with the modification of within five years, located at 26 Peirce Road, Wellesley, MA.

Water & Sewer Division Monthly Performance Report. The Director referred to the report prepared by Water & Sewer Superintendent William Shaughnessy for the month of December 2020 and invited questions from the Board. Both Mr. Cohen and Mr. Shaughnessy responded to specific inquiries related to the MWRA Toxic Reduction and Control Report, which provides the MWRA with information on the volume and the concentration of discharges from the Water Treatment Plant(s).

Recent Cyber Security Issue in Florida. Director Cohen raised the issue that emerged recently to reassure the Board that the DPW runs a very limited level of risk related to its water treatment plants being vulnerable. He confirmed accessibility is very secure due to physical barriers and constraints that exist within the tanks. Staff will also involve the Information Technology Department to evaluate the physical arrangements.


ADJOURNMENT

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

VOTED: To adjourn.

The meeting adjourned at 5:47 p.m.

Respectfully submitted,

DocuSigned by:

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Scott Bender
Secretary

REVISED

**TOWN OF WELLESLEY
BOARD OF PUBLIC WORKS
REMOTE ONLINE MEETING
TUESDAY, FEBRUARY 9, 2021
4:00 PM**

<https://www.wellesleymedia.org/live-streaming.html>

AGENDA

- Call to Order
- A. Citizen Speak
- B. Morses Pond Study
- C. Advisory Committee Liaison Update
- D. Director's Items
- E. DPW Monthly Report
- F. Safety Program
- G. Statement of Fact Activity Report
- H. **Sustainability**
 - Green Zone Discussion & Stormwater Working Group Discussion**
- I. FY 2022 DPW Tax Impact Operating Budget Request - Version 3.0
- J. FY 2022 DPW Tax Impact Capital Budget Request - Version 4.0
- K. **Baler, Compactors, and other RDF Equipment Repair Fund Expenditure Request**
- K1. **Irrigation Well Request – 26 Pierce Road**
- L. Water & Sewer Division Monthly Report
- M. Topics not reasonably anticipated by the Chair prior to posting, if any
- N. New Business
- Adjournment

REMOTE MEETING PROTOCOL

Members of the public can watch the live meeting online:

<https://www.wellesleymedia.org/live-streaming.html> The meeting will be live on local cable TV COMCAST 8 and VERIZON 40. Residents seeking to participate in Citizen Speak, or any other agenda item, should e-mail dpw@wellesleyma.gov prior to the meeting and a number will be assigned for speakers. All residents seeking to participate shall call into 781-489-7747 (Conference Line) and await the announcement of your assigned number to speak. Individuals wishing to participate who have not received a number shall be asked at the end of the agenda item if they would like to speak before the Board moves on to the next agenda item.

REVISED 2/08/2021

**DISCUSSION ITEMS
WELLESLEY BOARD OF PUBLIC WORKS REMOTE ONLINE MEETING
FEBRUARY 9, 2021
4:00 PM**

A. CITIZEN SPEAK

B. MORSES POND STUDY. Recreation Department Chair Matt Chin to provide update on the status of study.

ADMINISTRATION

C. 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.**

D. DIRECTOR'S ITEMS

E. DPW MONTHLY REPORT. Director to refer to division highlights listed in this report. **BOARD FEEDBACK REQUESTED.**

F. 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 "Controlling Hazards Inside Confined Spaces". **NO BOARD ACTION REQUIRED.**

G. 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.**

H. SUSTAINABILITY. Director to update the Board on recent developments and initiatives. **NO BOARD ACTION REQUIRED.**

I. FY 2022 DPW TAX IMPACT OPERATING BUDGET REQUEST – VERSION 3.0. Director to refer to revised version of this budget. **BOARD FEEDBACK REQUESTED.**

J. FY 2022 DPW TAX IMPACT CAPITAL BUDGET – VERSION 4.0. Director to refer to revised version of this budget. **BOARD FEEDBACK REQUESTED.**

RECYCLING & DISPOSAL FACILITY

K. BALER, COMPACTORS, AND OTHER RDF EQUIPMENT REPAIR FUND EXPENDITURE REQUEST. Director to refer to recommendation from RDF Superintendent Manzolini for authorization to expend up to \$20,000 from this fund for the cost of repairs to both the baler and trash compactor number two. **BPW VOTE AND APPROVAL REQUESTED.**

WATER & SEWER DIVISION

L. WATER & SEWER DIVISION MONTHLY PERFORMANCE REPORT. Director to refer to report for the month of December 2020 prepared by Water & Sewer Superintendent Shaughnessy. **NO BOARD ACTION REQUIRED.**

FYI

American Public Works Association (APWA) Notice of award. For the Town of Wellesley's Department of Public Works having been selected as one of APWA's Excellence in Snow and Ice Control Award winners for 2021.

MWRA Toxic Reduction and Control – Year 2020 Semi-Annual Report for Permits #337101759, -60, -61.