

**WELLESLEY BOARD OF PUBLIC WORKS RECORDS
JUNE 30, 2022**

The Wellesley Board of Public Works held a duly posted open online remote meeting beginning at 5:00 PM.

Remote participants included Chair Jeffrey P. Wechsler and Commissioner Scott Bender and Ellen Korpi; Director David A. Cohen; Water & Sewer Superintendent William J. Shaughnessy; Executive Assistant Debra Surner; and Advisory Committee Liaison Pete Pedersen.

Chair Wechsler called the meeting to order at 5:00 PM noting it is the last meeting of this fiscal year, prior to Mr. Bender having been nominated to assume the role of Chair as of July 1.

APPROVAL OF MINUTES

Following reference to the minutes proposed for approval and upon motion duly made by Ms. Korpi and seconded by Mr. Bender it was unanimously,

VOTED: To approve the Open Session Minutes of the meeting of June 7, 2022, as presented (3-0).

Ms. Korpi – Aye
Mr. Bender – Aye
Mr. Wechsler – Aye

Advisory Committee Liaison Update. Chair Wechsler invited Mr. Pedersen to bring any matters of interest to the Advisory Committee to the attention of the Board. Mr. Pedersen conveyed he would be interested in learning the latest information related to the PFAS issue. He also conveyed that in reviewing the materials in the Board package, he noticed a limited number of bids being submitted but would await comment until staff reviews those award recommendations.

CITIZEN SPEAK

Chair Wechsler provided anyone participating remotely with the opportunity to speak regarding matters pertaining to the Department of Public Works. There was no remote participation.

PFAS Update. Director Cohen conveyed the latest information related to the interim PFAS treatment system. Mr. Cohen reported since the June 7 BPW meeting, the PFAS system has gone online, and water samples were approved. Upon receipt of the Department of Environmental Protection's (DEP) approval on June 17th, Water & Sewer

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Division initiated the system over the weekend. Following a brief failure following the startup, immediately addressed by the vendor that weekend, the system has been running well.

Director Cohen conveyed additional PFAS related news in that the Environmental Protection Agency (EPA) issued a health advisory for PFAS.

DPW Staff awaits the DEP to respond to EPA's recent health advisory. The EPA will be moving forward with rule making by next year.

It was the consensus of the Board that it would be wise to delay any long term PFAS solution recommendation while the state and federal agencies remain in flux and continue to monitor the short-term solution to confirm it is working well.

Director Cohen also noted that Mr. Izzo of the Health Department (HD) has asked if the HD staff could visit the site to see the new operation.

Mr. Cohen confirmed that the consultant Wright Pierce (WP) has been engaged to conduct source investigations and have a done an initial round of sampling. There have been no conclusive findings, to date. He will update the Board of the status at the July meeting. Mr. Bender inquired about future testing requirements, protocols and an estimated timeline. Staff confirmed that the draft report needs to be reviewed in detail with WP representatives prior to establishing a timeline.

Budget Reallocation Request, FY 2022. Director Cohen referred to the memorandum prepared by Assistant Director Azano-Brown, in which he outlined the projections for the end of FY22 show potential deficits in the Highway and the Park Divisions Personal Services and Expense budgets. He explained funds are available in other divisions to cover this potential allocation deficit.

Ms. Korpi complimented staff on their ability to stay within budget given the rise in expenses. The Director responded that staff has worked diligently at prioritizing what would be done.

Following a discussion and review of the contributing factors and upon motion duly made by Mr. Bender and seconded by Ms. Korpi, it was unanimously, approved 3-0 and,

VOTED: That the Board of Public Works approves the transfer of positive Personal Services budget balances in Engineering and Recycling & Disposal Facility to offset the deficits in Highway not to exceed \$100,000 and Park not to exceed \$50,000; and Expense budget balances in RDF to offset the deficits in Highway not to exceed \$25,000 and in Park & Tree not to exceed \$25,000 (3-0).

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Ms. Korpi – Aye
Mr. Bender – Aye
Mr. Wechsler – Aye

Capital Carry Forward. Mr. Cohen referred to the memorandum prepared by Assistant Director Azano-Brown, regarding the Continued Appropriations for Capital Outlay, FY22.

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

VOTED: That prior year capital appropriations be carried forward to FY23 as indicated on the June 24, 2022 Continued Appropriations for Capital Outlay List for DPW Divisions 400-454, with an amount not to exceed \$1,392,881.95. (3-0) (Copy attached.)

Ms. Korpi – Aye
Mr. Bender – Aye
Mr. Wechsler – Aye

Statement of Fact – Contract #22C-460-1693 – College Road Pump Station Improvements. Director Cohen referred to the bid evaluation prepared by Weston & Sampson and Statement of Fact prepared by Water & Sewer Systems Engineer Matthew Herson, P.E.

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

VOTED: That the award for Contract No. 22C-460-1693, "College Road Pump Station Improvements" be made to N. Granese & Sons, Inc., of 59 Jefferson Avenue, Salem, MA 01970, all in accordance with our specifications and their bid in the amount of \$516,000.00 as the lowest responsible and eligible bidder (3-0).

Ms. Korpi – Aye
Mr. Bender – Aye
Mr. Wechsler – Aye

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Statement of Fact – Contract #23P-440-1699 – Request for Proposals – Transportation & Disposal of Municipal Solid Waste. Director Cohen referred to the award recommendation prepared by Recycling & Disposal Facility Superintendent James Manzolini.

Following a discussion, review of the recommendation and upon motion duly made by Mr. Bender and seconded by Ms. Korpi, it was unanimously,

VOTED: That the award for Contract No. 23P-440-1699, "Transportation and Disposal of Municipal Solid Waste (MSW)" be made to Waste Management of Massachusetts, Inc., 26 Patriot Place, Foxborough, MA 02035, as shown in Table 1 on this document. (3-0). (Copy attached.)

Ms. Korpi – Aye
Mr. Bender – Aye
Mr. Wechsler – Aye

Adjustment to Commercial Trash Tipping Fees. Director Cohen referred to the anticipated recommendation for an increase to the current commercial tipping fees, which he plans to discuss at the July 12 meeting.

Draft FY23 Proposed Director's Goals. Director Cohen referred to his memorandum which outlined his proposed DPW-Wide Director's Goals for FY23. Following an overview of the itemized goals being proposed he noted if, approved by the Board, he would discuss them in more detail at the July 12 meeting. Ms. Korpi noted they were ambitious and comprehensive.

DPW Monthly Report. The Director referred to the division highlights listed in the report dated June 27, 2022. He referenced topics and detailed additional highlights and provided examples to supplement information provided on Key Performance Goals, Key Challenges and Opportunities and Key Metrics reflected in this report from the following DPW divisions – Administration; Engineering; Highway; Park & Tree; Recycling & Disposal Facility; Water & Sewer; Health & Safety; Additional Information and Completed Goals.

Remote Meeting Guidance. Director Cohen referred to a notification from Town Clerk K.C. Kato regarding guidelines to become effective July 16, 2022. He will continue to apprise the Board of any decision on this topic.

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WATER & SEWER DIVISION

Water Customer Portal Update. Director Cohen referred to the upcoming implementation of the new portal, which will provide customers access to their water use. More specific information will be discussed at the July 12 BPW Meeting.

Water & Sewer Enterprise Fund Financial Statements. The Director referred to the financial statements for the month of May 2022.

Water & Sewer Division Monthly Performance Report. The Director referred to the placeholder on the Agenda for this report and conveyed while it was not included in this package, it is anticipated to be provided at the July meeting.

New Business. Director Cohen referred to an e-mail notification from the Permanent Building Committee (PBC) to advise the Board of Public Works and staff it has concluded that due to the extensive workload associated with the current school projects, they are overcommitted. In an effort to balance out their workload, it has been suggested that the planned renovation work for the Park & Highway Building, as well as the Recycling & Disposal Facility, be deferred until a later time. It was also noted that postponement is planned for the Recreation Department's planned project at Morses Pond. Following a brief discussion, it was agreed that Director Cohen would extend an invite to the PBC for members to attend the BPW Meeting scheduled for July 12 to discuss the matter in more detail.

Next Meeting. It was confirmed that the next meeting will be scheduled for Tuesday, July 12, 2022, at 4:00 p.m.

Prior to the conclusion of the meeting, Chair Wechsler thanked Director Cohen for his assistance addressing the PFAS issue since May of 2021, in addition to the impressive amount of work accomplished by the Department as a whole. Mr. Wechsler also extended appreciation to Ms. Korpi and Mr. Bender for their numerous contributions.

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ADJOURNMENT

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

VOTED: To adjourn (3-0).

Mr. Bender – Aye
Mr. Wechsler – Aye
Ms. Korpi – Aye

The meeting adjourned at 6:34 PM.

Respectfully submitted,

DocuSigned by:

Ellen L. Korpi

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Ellen Korpi

Secretary

Continued Appropriations for Capital Outlay List as of 6/24/22

Division	Account	Project	Town Meeting & Article	Year	Fiscal Year	Purpose	Appropriation	Carry Forward Authorization
Engineering	14104995	95130	ATM 21, Art 8	2022	2022	WESTON ROAD DESIGN	75,000.00	72,168.30
						Engineering Total	75,000.00	72,168.30
Highway	14204985	95210	ATM 21, Art 8	2022	2022	STREET RESURFACING	320,000.00	167,082.26
	14204985	95235	ATM 21, Art 8	2022	2022	COMPLETE STREET SIDEWALK	40,000.00	32,526.67
	14208020	95240	ATM 19, Art 8	2020	2020	CULVERT & HEADWALL REHAB	125,000.00	111,691.64
	14204995	95245	ATM 21, Art 8	2022	2022	DRAINAGE SYSTEM REPAIRS	80,000.00	43,187.50
	14204985	95250	ATM 21, Art 8	2022	2022	CATCH BASIN RECONSTRUCTION	186,500.00	177,963.16
	14204995	95260	ATM 21, Art 8	2022	2022	PRIVATE WAYS	20,000.00	1,539.21
	14208021	95290	ATM 20, Art 8	2021	2021	BUILDING IMPROVEMENTS	23,500.00	11,647.21
	14204995	95290	ATM 21, Art 8	2022	2022	BUILDING IMPROVEMENTS	15,000.00	15,000.00
						Highway Total	809,000.00	580,837.65
Park & Tree	14308020	95310	ATM 19, Art 8	2020	2020	ELEMENTARY SCHOOL FIELD IMPVT	35,000.00	4,326.33
	14304985	95330	ATM 21, Art 8	2022	2022	SPRAGUE FIELD REHAB	15,000.00	9,454.61
	14309021	95340	ATM 20, Art 8	2021	2021	PLAY EQUIPMENT REPLACEMENT	25,000.00	21,936.19
	14304985	95340	ATM 21, Art 8	2022	2022	PLAY EQUIPMENT REPLACEMENT	25,000.00	25,000.00
	14309021	95341	ATM 20, Art 8	2021	2021	PLAYGROUND RECONSTRUCTION	200,000.00	1,044.96
	14308020	95350	ATM 19, Art 8	2020	2020	TENNIS AND BASKETBALL COURT IMPROVEMENTS	25,000.00	922.50
	14308019	95360	ATM 18, Art 8	2019	2019	ADA REQUIREMENTS	10,000.00	6,368.85
	14309020	95360	ATM 19, Art 8	2020	2020	ADA REQUIREMENTS	10,000.00	10,000.00
	14309019	95370	ATM 18, Art 8	2019	2019	RENOVATIONS: ISLAND & STREETSCAPE	20,000.00	6,588.35
						Park & Tree Total	365,000.00	85,651.79
Recycling & Disposal Facility	14409020	95410	ATM 19, Art 8	2020	2020	CONTAINER REPLACEMENT	25,000.00	1,005.01
	14409020	95413	ATM 19, Art 8	2020	2020	FACILITY IMPROVEMENTS	30,000.00	26,536.48
	14409018	95414	ATM 17, Art 8	2018	2018	RDF RESURFACE PAVED AREAS	30,000.00	29,694.53
	14409019	95414	ATM 18, Art 8	2019	2019	RDF RESURFACE PAVED AREAS	10,000.00	10,000.00
						Recycling & Disposal Facility Total	95,000.00	67,476.02
Fleet Maintenance	14508021		ATM 20, Art 8	2021	2021	DPW VEHICLE & EQUIP REPLACEMENT	838,000.00	93,145.38
	14503995		ATM 21, Art 8	2022	2022	DPW VEHICLE & EQUIP REPLACEMENT	745,000.00	493,723.81
						Fleet Maintenance Total	1,583,000.00	586,869.19
						Total	2,927,000.00	1,392,881.95

DISCUSSION ITEMS
WELLESLEY BOARD OF PUBLIC WORKS REMOTE ONLINE MEETING
JUNE 30, 2022
5:00 PM

A. APPROVAL OF MINUTES. Board to review the Open Session minutes of the meeting of June 7, 2022. **BOARD APPROVAL AND SECRETARY SIGNATURE REQUIRED.**

B. CITIZEN SPEAK

C. DIRECTOR'S ITEMS

ADMINISTRATION

D. ADVISORY COMMITTEE LIAISON UPDATE. Director to inquire if Mr. Pedersen has information to bring to the attention of the Board and Staff. **NO BOARD ACTION REQUIRED.**

E. PFAS UPDATE. Director to refer to most recent activity related to this matter. **NO BOARD ACTION REQUIRED.**

F. STORMWATER UPDATE. Director to refer to most recent planning accomplished by staff and consultants related to development of this enterprise fund. **BOARD FEEDBACK REQUESTED.**

G. BUDGET REALLOCATION REQUEST, FY 2022. Director to refer to request prepared by Assistant Director Jeff Azano-Brown to transfer positive budget balances within Department divisions to offset deficits. **BOARD APPROVAL & VOTE REQUIRED.**

H. CAPITAL CARRY FORWARD. Director to refer to memorandum prepared by Assistant Director Jeff Azano-Brown regarding the Continued Appropriations for Capital Outlay List as of 6/24/2022. **BOARD APPROVAL AND VOTE REQUIRED.**

I. STATEMENT OF FACT – CONTRACT #22C-460-1693 – COLLEGE ROAD PUMP STATION IMPROVEMENTS. Director to refer to bid evaluation prepared by Weston & Sampson and Statement of Fact prepared by Water & Sewer Systems Engineer Matthew Hernon, P.E. **BOARD APPROVAL & SECRETARY SIGNATURE REQUIRED.**

J. STATEMENT OF FACT – CONTRACT #23P-440-1699 – REQUEST FOR PROPOSALS – TRANSPORTATION & DISPOSAL OF MUNICIPAL SOLID WASTE. Director to refer to award recommendation prepared by Recycling & Disposal Facility Superintendent James Manzolini. **BOARD APPROVAL & SECRETARY SIGNATURE REQUIRED.**

K. ADJUSTMENT TO COMMERCIAL TRASH TIPPING FEES. Director to refer to recommendation for an increase to the current commercial tipping fees. **BOARD APPROVAL & SECRETARY SIGNATURE REQUIRED.**

L. DRAFT FY23 DIRECTOR'S GOALS. Director to refer to proposed goals for the coming year. **BOARD FEEDBACK REQUESTED.**

M. DPW MONTHLY REPORT. Director to refer to division highlights listed in report. **NO BOARD ACTION REQUIRED.**

N. REMOTE MEETING GUIDANCE. Director to refer to notification from Town Clerk K.C. Kato regarding guidelines to become effective July 16, 2022. **NO BOARD ACTION REQUIRED.**

WATER & SEWER DIVISION

O. WATER CUSTOMER PORTAL UPDATE. Director to refer to successful implementation of new portal to provide customers access to their water use. **NO BOARD ACTION REQUIRED.**

P. WATER & SEWER ENTERPRISE FUND FINANCIAL STATEMENTS. Director to refer to financial statements for the month of May 2022. **NO BOARD ACTION REQUIRED.**

Q. WATER & SEWER DIVISION MONTHLY PERFORMANCE REPORT. Director to refer to report for the month of May 2022 prepared by Water & Sewer Superintendent Shaughnessy. **NO BOARD ACTION REQUIRED.**