

WELLESLEY BOARD OF PUBLIC WORKS RECORDS
December 14, 2015

The Wellesley Board of Public Works held a duly posted open meeting in the Boardroom of the Operations Building, 20 Municipal Way, convening at 4:30 p.m.

PRESENT

Those present included Chairman David A.T. Donohue and Commissioners Paul L. Criswell and Owen H. Dugan; Director Michael P. Pakstis; Assistant Director David A. Cohen; Water & Sewer Superintendent William J. Shaughnessy, Executive Secretary Debra Sumner and interested citizen Brian Harris attended the meeting.

APPROVAL OF MINUTES

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

VOTED: To approve the Open Session minutes of the meeting of November 23, 2015, as presented.

CITIZEN SPEAK

The Chairman provided those in attendance with the opportunity to speak regarding matters pertinent to the Department of Public Works. Mr. Harris explained that he was present to follow-up on his prior discussions with Messrs. Pakstis and Cohen regarding the possibility of opening the Recycling & Disposal Facility additional Sundays besides those each fall. Mr. Harris conveyed to the Board and Staff that he had conducted an on-line petition, himself, in response to an e-mail sent to area residents in his own neighborhood. He reported then reported survey results which reflected 49 replied in the affirmative and one with "no".

Mr. Harris commended the Director, Assistant Director and the Management Division team for making adjustments to the 2017 Operating Budget which would enable the Recycling & Disposal Facility to remain open for 33 Sundays.

Mr. Harris also offered to launch a more extensive campaign to continue to obtain the opinions of residents if that would be helpful to the Advisory Committee but did reemphasize he felt the original result would be indicative of a larger base.

He also offered to provide assistance to the Staff in any way possible to demonstrate his support for this effort and asked the Board of Public Works considering supporting it as well.

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ADMINISTRATION

Accident Summaries. The Director referred to the most recent vehicle accidents and conveyed to the Board that progressive discipline has been applied as a deterrent, as well as continuing to encourage all employees to use more care when operating vehicles and equipment.

FY2017 Tax Impact Operating Budget. The Director reviewed with the Board Version 4.0 of the proposed funding request. Mr. Pakstis explained that following the last Board meeting, Staff reviewed the budget once again and have come back with a proposal within the stated guidelines. It was noted that the most significant change was the projection for trash, which has been reduced from 1,000 to 500 tons. It was also conveyed that an adjustment in the tipping fee could reduce the anticipated disposal tonnage, as was the case in 2002. There was a brief discussion as to the amount of the rate increase for the Commercial Tipping Fee and whether it was adequate. It was concluded the rate would be raised as proposed, mindful that it could be increased at a later time, if necessary. There was also a clarification of the proposed Sunday openings in addition to Household Hazardous Waste Day and the five Sundays during the fall, and agreed they would coincide with the opening and closing of the Reusables Area. It was also acknowledged that the Sunday coverage would consist of a skeleton crew of four while the Facility would be open from 11:00 a.m. – 3:00 p.m. on Sundays.

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

VOTED: To approve the FY 2017 DPW Tax Impact Operating Budget, Version 4.0, including Merit Pay Plan increases, for a total funding request of \$7,030,382.

ENGINEERING DIVISION

Salt Shed Update. The Director reviewed the status of the recent excavation activities related to the removal of contaminated soil associated with this construction project. The Director explained Staff is still dealing with the contaminant and seeking disposal options in Canada and hopes to draw it to a conclusion this week. Alternative locations in Canada are being considered for disposal of the contaminants though the cost of trucking may be greater than remaining in the U.S., the cost of disposal could be less in Canada. The Director also conveyed that by Thursday the construction of the salt shed will be completed; paving was completed last Friday and electrical work ongoing. Arrangements are being finalized with the building inspector to comply with whatever else needs to be done in order to start bringing in the salt.

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RECYCLING & DISPOSAL FACILITY

Adjustment to Commercial Trash Tipping Fees. The Director referred to the recommendation for an increase to the current commercial tipping fee. Following a brief discussion and upon motion duly made by Mr. Criswell and seconded by Mr. Dugan, it was unanimously,

VOTED: To approve that the commercial trash tipping fee be raised from \$125.00 to \$140.00 per ton as early as January 1, 2016, with no change to the minimum fee of \$30.00.

WATER & SEWER DIVISION

Monthly Performance Report. The Director referred to the report prepared by Water & Sewer Superintendent Shaughnessy for the month of November. Mr. Shaughnessy explained to the Board the best way to match demand with variable frequency if the demand drops and explained the procedure to be followed. He also conveyed that all four wells at Morses Pond would be turned off in order to be cleaned on January 4, 2016.

Water & Sewer Enterprise Funds Financial Statements. The Director referred to the Financial Statements for the month of October.

Chairman Donohue noted a considerable amount of money was made during the month of October. Staff noted that no MWRA water was used in November which also contributed to the significant amount of cash on hand, combined with funding for capital programs which has not yet been expended due to a later than anticipated start date for one project and another having been put on hold due to frozen pipes.

Mr. Criswell conveyed his appreciation for a water crew coming to his home to resolve an issue related to a blockage in the pipes the Sunday after Thanksgiving Day.

In response to Commissioner Donohue's inquiry related to why the Water & Sewer Division does not use more PVC pipe for sewer line work, Mr. Shaughnessy explained any new pipe installation would be plastic but added that the majority of existing piping is made of clay. The Director explained it would be extremely costly to replace the existing clay piping.

Next meeting. It was decided that the next meeting would be held on Tuesday, January 12, at 5:30 p.m. Meantime, staff will compile the presentations to be made before the Advisory Committee.

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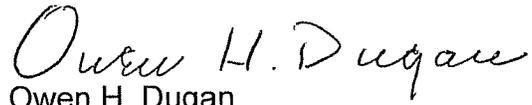
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ADJOURNMENT

The meeting adjourned at 5:07 p.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
DECEMBER 14, 2015
4:30 PM

APPROVAL OF MINUTES. Board to review Open Session Minutes of the meeting of November 23, 2015. **BOARD APPROVAL AND SECRETARY SIGNATURE REQUIRED.**

CITIZEN SPEAK

1. ADMINISTRATION

ADVISORY COMMITTEE LIAISON. Director and Staff to discuss with Advisory Liaison various budget-related items as well as other topics presented by the liaison. **NO BOARD ACTION REQUIRED.**

STATEMENT OF FACT ACTIVITY REPORT. No recent activity to report at this time. **NO BOARD ACTION REQUIRED.**

ACCIDENT SUMMARIES. Director to refer to 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. **NO BOARD ACTION REQUIRED.**

FY 2017 TAX IMPACT OPERATING BUDGET. Director to review with the Board Version 4.0 of the proposed funding request. **BOARD APPROVAL AND VOTE REQUESTED.**

2. ENGINEERING DIVISION

SALT SHED UPDATE. Director to review status of this current construction project. **NO BOARD ACTION REQUIRED.**

4. RECYCLING & DISPOSAL FACILITY

RECOMMENDATION FOR ADJUSTMENT TO TRASH TIPPING FEE. Director to refer to recommendation for increase to tipping fee prepared by Jeff Azano-Brown. **BOARD APPROVAL AND VOTE REQUESTED.**

5. WATER & SEWER DIVISION

MONTHLY PERFORMANCE REPORT. Director to refer to the report prepared by Water & Sewer Superintendent Shaughnessy for the month of November. **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

- Ltr. to property owners regarding trees presenting potential hazards.