

**WELLESLEY BOARD OF PUBLIC WORKS RECORDS
JULY 16, 2012**

The Wellesley Board of Public Works held a duly posted open meeting in the Boardroom in the Utility Building, 2 Municipal Way, convening at 10:00 a.m.

PRESENT

Those present included Chairman David A.T. Donohue; Commissioners Paul L. Criswell and Owen H. Dugan; Director Michael P. Pakstis; Assistant Director Judith A. Curby; Senior Management Analyst Dave Cohen; Town Engineer Dave Hickey, Jr., Water & Sewer Superintendent Joseph B. Duggan; Assistant Water & Sewer Superintendent William J. Shaughnessy; Systems Engineer Blake Lukis; Executive Secretary Debra Sumner; and Advisory Subcommittee member Rich Woerner.

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 June 20, 2012, as presented.

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 in attendance chose to speak.

ADMINISTRATION

Safety Spotlight. The Director referred to the Safety Spotlight for the month of July with a focus on "Reducing Heat Stress."

Director's Goals. Mr. Pakstis made reference to the goals approved at the last meeting and noted that updated copy included in this meeting's Friday Night Mail package reflect the anticipate dates of completion for those goals.

Chairman Donohue reported that he had completed the Director's annual review and would forward copies to Commissioners Criswell and Dugan, as well as the original to the Director of Human Resources.

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WATER & SEWER DIVISION

Statement of Fact: Contract #13C-460-1466 – Pickerel Road Pump Station Replacement. Following a review of the bid recommendation prepared by Systems Engineer Blake Lukis and upon motion duly made by Mr. Criswell and seconded by Mr. Dugan, it was unanimously,

VOTED: That Contract #13C-460-1466 for the Pickerel Road Pump Station Replacement be awarded to North Atlantic Coastal Region Constructors of Rowley, MA all in accordance with our specifications and their unit bid prices and total price of \$265,375.00.

Statement of Fact: Contract #13C-470-1471 – Morses Pond Replacement Wells and Performance Pump Testing. Following a review of the bid recommendation prepared by Systems Engineer Blake Lukis and upon motion duly made by Mr. Criswell and seconded by Mr. Dugan it was unanimously,

VOTED: That Contract 13-470-1471 for the Morses Pond Replacement Wells and Performance Pump Testing be awarded to Layne Christensen Company of Dracut, MA all in accordance with our specifications, their unit bid prices and total price of \$221,983.00.

Statement of Fact: Contract #13C-470-1472: Morses Pond Wells, Pump Station and Filter Improvements. Following a review of the bid recommendation prepared by Systems Engineer Blake Lukis and upon motion duly made by Mr. Criswell and seconded by Mr. Dugan it was unanimously, made to Barbato Construction.

VOTED: That Contract #13C-470-1472 for the Morses Pond Wells, Pump Station and Filter Improvements be awarded to Barbato Construction Company of Middleboro, MA, all in accordance with our specifications; their unit bid prices and total price of \$806,349.00.

Monthly Performance Report. The Director referred to the report prepared by Water & Sewer Superintendent Duggan which highlights the Water & Sewer Division's activities during the month of June. It was noted that a fair amount of water has been pumped. A comparison was made to this same time last year – June was extremely hot; July cooled down some. Mr. Duggan indicated he is anticipating and projecting we will be in the same ballpark as last July. Mr. Pakstis noted that he, Judy and Bill went reviewed the aggressive leak detection efforts undertaken last year. He indicated that based on the same amount of water usage, the high numbers reflected this year are actually low compared to last year. Thus, the work performed as part of the leak detection efforts has been worthwhile.

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FY12 Sewer Use of Contingency. Mr. Pakstis referred to the memo prepared by Ms. Curby in which she explained the FY12 Sewer Budget would make use of approximately \$51,000 of the \$484,340 Sewer Fund Contingency Appropriation to cover a budget shortfall in FY12 Sewer Personal Services. Staff responded to specific questions from the Board and confirmed that both the Water and Sewer budgets have an overall positive year-end balance. Therefore, there is no negative impact on the actual fund Balance in either fund; in fact, money is being turned back in both Funds.

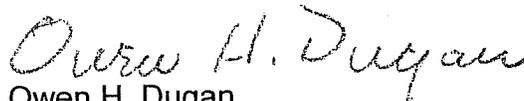
Water & Sewer Enterprise Funds Financial Statements. The Director referred to the financial statements for the month of May 2012 and responded to specific questions from the Board, including confirmation that there is a sufficient amount of cash on hand.

Next meeting date. It was agreed that the next meeting of the Board of Public Works would be held on Tuesday, September 11, 2012 at 5:30 p.m.

ADJOURNMENT

The meeting adjourned at 10:30 a.m.

Respectfully submitted,



Owen H. Dugan
Secretary

DISCUSSION ITEMS
WELLESLEY BOARD OF PUBLIC WORKS MEETING
JULY 16, 2012
10:00 AM

APPROVAL OF MINUTES. Board to review Open Session Minutes of the meeting of June 20, 2012. **BOARD APPROVAL AND SECRETARY SIGNATURE REQUIRED.**

1. ADMINISTRATION

SAFETY SPOTLIGHT. Director to refer to spotlight for the month of July with a focus on "Reducing Heat Stress." **NO BOARD ACTION REQUIRED.**

DPW OPERATIONS BUILDING PROJECT UPDATE. Director to provide status update. **NO BOARD ACTION REQUIRED.**

DIRECTOR'S GOALS. Director to refer to finalized DPW-Wide Goals for FY13 as approved by the Board of Public Works at its June 20 meeting. **NO BOARD ACTION REQUIRED.**

5. WATER & SEWER

STATEMENT OF FACT: CONTRACT # 13C-460-1466: PICKERAL ROAD PUMP STATION REPLACEMENT. Director to review bid recommendation prepared by Systems Engineer Blake Lukis. **BOARD VOTE AND SECRETARY SIGNATURE REQUIRED.**

STATEMENT OF FACT: CONTRACT # 13C-470-1471: MORSES POND REPLACEMENT WELLS AND PERFORMANCE PUMP TESTING. Director to review bid recommendation prepared by Systems Engineer Blake Lukis. **BOARD VOTE AND SECRETARY SIGNATURE REQUIRED.**

STATEMENT OF FACT: CONTRACT # 13C-470-1472: MORSES POND WELLS, PUMPSTATION AND FILTER IMPROVEMENTS. Director to review bid recommendation prepared by Systems Engineer Blake Lukis. **BOARD VOTE AND SECRETARY SIGNATURE REQUIRED.**

MONTHLY PERFORMANCE REPORT. The Director referred to the report prepared by Water & Sewer Superintendent Duggan for the month of June 2012. **NO BOARD ACTION REQUIRED.**

FY 12 SEWER USE OF CONTINGENCY. The Director to review the need for the Sewer Fund Contingency Appropriation to cover a budget shortfall in FY12 Sewer Personal Services. **NO BOARD ACTION REQUIRED.**

WATER & SEWER ENTERPRISE FUNDS FINANCIAL STATEMENTS. Director to refer to the Financial Statements for the Month of May 2012. **NO BOARD ACTION REQUIRED.**

7. FYI

- Ltr. to T. Tsagaris regarding FY14 budget.
- Ltr. to DEP – DBPR Monitoring of 2nd Qtr. 2012
- Ltr. to M. Lau – abatement request
- MWRA-related information provided by W. Woods