

WELLESLEY BOARD OF PUBLIC WORKS RECORDS
March 18, 2019

The Wellesley Board of Public Works held a duly posted open meeting in the Boardroom of the DPW Operations Building, 20 Municipal Way, convening at 5:30 p.m.

PRESENT

Those present included Chairman Jeffrey P. Wechsler and Commissioner David A.T. Donohue; Director David A. Cohen; Town Engineer David J. Hickey, Jr.; Water & Sewer Superintendent William J. Shaughnessy; Jeff Azano-Brown, Executive Secretary Debra Sumner; and, Advisory Committee Liaison William Maynard.

APPROVAL OF MINUTES

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

VOTED: To approve the Open Session Minutes of the meeting of February 5, 2019, as presented.

CITIZEN SPEAK

The Chairman provided those in attendance with the opportunity to speak regarding matters pertaining to the Department of Public Works. No one chose to speak.

ADMINISTRATION

Next Meeting Date. It was decided the next meeting of the Board of Public Works would be held in Room 301 of the Wellesley Middle School on Monday, March 25, 2019 and Tuesday, March 26, at 6:30 p.m.

Safety Program. The Director referred to the incident log, which reflected two new incidents since the last meeting. One incident took place at the Morses Pond Dam; the second involved an employee who had slipped on the snow while attempting to climb an embankment. Mr. Cohen also referred to the Safety Spotlight with a focus on reviewing incidents and hazards.

2019 Annual Town Meeting Preparation. The Board and Staff reviewed the Articles to be addressed at Annual Town Meeting and assigned responsibilities for purposes of presentation.

Statement of Fact Activity Report. The Director reviewed with the Board a recap of purchases since August, to date.

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FY2019 Winter Maintenance Appropriation. The Director referred to the request for a supplemental appropriation in the amount of \$150,000 made to Executive Director Meghan Jop. This request was subsequently approved by Ms. Jop.

ENGINEERING DIVISION

Contract Award – No. 19C-410-1620: Construction Services for Synthetic Turf Fields Replacement at Sprague Field. Following a discussion and the Director's reference to the bid Recommendation and Statement of Fact prepared by Assistant Town Engineer Douglas Stewart, and upon motion duly made by Mr. Donohue and seconded by Mr. Wechsler, it was unanimously,

VOTED: That the award for Contract No. 19C-410-1620, "Sprague Fields Turf Replacement Project" be made to NET Sports Group, 15 Lund Road, Saco, Maine 04072, all in accordance with our specifications and their bid, as the lowest responsible and eligible bidder.

PARK & TREE DIVISION

Playing Fields Task Force (PFTF) Proposed Charter and Policy Updates. Following a brief discussion and the Director's reference to Chairman Wechsler's request for the proposed Charter and Policy Updates to be approved by the Board of Public Works. Upon motion duly made by Mr. Donohue and seconded by Mr. Wechsler, it was unanimously,

VOTED: That the Board of Public Works is supportive of the Playing Fields Task Force's (PFTF) Proposed Charter and Policy Updates, as presented.

Chairman Wechsler confirmed he would notify the appropriate parties that the Board of Public Works voted to support the Charter and Policy Updates.

RECYCLING & DISPOSAL FACILITY

Proposed Revisions to RDF Rules & Regulations. The Director referred to the memorandum from RDF Superintendent Jeff Azano-Brown recommending proposed revisions to the current rules and regulations.

WATER & SEWER DIVISION

Water & Sewer Division Monthly Performance Reports. The Director referred to the report prepared by Water & Sewer Superintendent Shaughnessy for the months of January and February 2019. Mr. Shaughnessy explained the well cleaning process to be used at the Morses Pond Wells.

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VOC Monitoring for 1st Quarter 2019. The Director referred to the letter to DEP prepared by Water & Sewer Superintendent Shaughnessy.

ADJOURNMENT

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

VOTED: To adjourn.

The meeting adjourned at 6:40 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "David A.T. Donohue". The signature is fluid and cursive, with a large initial "D" and "A".

David A.T. Donohue
Secretary

DISCUSSION ITEMS
WELLESLEY BOARD OF PUBLIC WORKS MEETING
MARCH 18, 2019
5:30 PM

APPROVAL OF MINUTES. Board to review the Open Session Minutes of the meeting of February 5, 2019.

CITIZEN SPEAK

1. ADMINISTRATION

SAFETY PROGRAM - ACCIDENT SUMMARIES. Director to refer to summaries of personal injury and vehicle incidents to date. Reference to be made to the Safety Spotlight for the month of March, 2019 with a focus on Reporting Incidents & Hazards. **NO BOARD ACTION REQUIRED.**

2019 ANNUAL TOWN MEETING PREPARATION. Board to decide upon assignments for presentation of Articles. **BOARD FEEDBACK REQUESTED.**

STATEMENT OF FACT ACTIVITY REPORT. Director to refer to FY19 contract awards made, to date between \$10,000 and \$50,000. **NO BOARD ACTION REQUIRED.**

FY 2019 WINTER MAINTENANCE APPROPRIATION. Director to refer to request for supplemental appropriation in the amount of \$150,000 made to Executive Director Meghan Jop. **NO BOARD ACTION REQUIRED.**

2. ENGINEERING DIVISION

CONTRACT AWARD – NO. 19C-410-1620: CONSTRUCTION SERVICES FOR SYNTHETIC TURF FIELDS REPLACEMENT AT SPRAGUE FIELD. Director to refer to Bid Recommendation and Statement of Fact prepared by Assistant Town Engineer Douglas Stewart. **BOARD VOTE AND SECRETARY SIGNATURE REQUIRED.**

3. PARK & TREE DIVISION

PLAYING FIELDS TASK FORCE (PFTF) PROPOSED CHARTER AND POLICY UPDATES. Director to refer to Chairman Wechsler's request for the proposed Charter and Policy Updates to be approved by the Board of Public Works. **BOARD APPROVAL REQUESTED.**

4. RECYCLING & DISPOSAL FACILITY

PROPOSED REVISIONS TO RDF RULES & REGULATIONS. Director to refer to memorandum from RDF Superintendent Jeff Azano–Brown recommending proposed revisions to the current rules and regulations.

5. WATER & SEWER DIVISION

WATER & SEWER DIVISION MONTHLY PERFORMANCE REPORTS. Director to refer to the reports prepared by Water & Sewer Superintendent Shaughnessy for the months of January and February 2019. **NO BOARD ACTION REQUIRED.**

VOC MONITORING FOR 1st QUARTER 2019. Director to refer to letter to DEP prepared by Water & Sewer Superintendent. **NO BOARD ACTION REQUIRED.**

7. FYI

- Ltrs. to DEP – 2019 Annual SDWA Monitoring Results: Secondary Contaminants; 2019 First Quarter SDWA Monitoring Results for Nitrate