

**WELLESLEY BOARD OF PUBLIC WORKS RECORDS**  
**June 22, 2021**

The Wellesley Board of Public Works held a duly posted open online remote meeting beginning at 3:00 PM.

Remote participants included Chair Ellen Korpi and Commissioners Jeffrey P. Wechsler and Scott Bender; Director David A. Cohen, Assistant Director Jeffrey Azano-Brown; Town Engineer David J. Hickey, Jr., Executive Assistant Debra Surner; and Advisory Committee Liaison William Maynard.

Chair Korpi called the meeting to order at 3:00 PM.

**CITIZEN SPEAK**

Chair Korpi provided anyone participating remotely with the opportunity to speak regarding matters pertaining to the Department of Public Works. No one participated by phone.

**ADVISORY COMMITTEE LIAISON UPDATE.** Director Cohen invited Mr. Maynard to apprise the Board and Staff of any information pertinent to the Department of Public Works. Mr. Maynard conveyed he had no news to report at this time.

**DIRECTOR'S ITEMS**

**Annual Reorganization of the Board of Public Works.** Chair Korpi announced that the Board would move forward with voting the annual reorganization of the Board of Public Works that occurs every June and becomes effective each July 1.

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

**VOTED:** To elect Jeffrey Wechsler as Chair of the Board of Public Works, effective July 1, 2021.

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

**VOTED:** To elect Scott Bender as Vice Chair of the Board of Public Works, effective July 1, 2021.

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

**VOTED:** To elect Ellen Korpi as Secretary of the Board of Public Works, effective July 1, 2021.

**Budget Reallocation Request – FY 2021.** The Director referred to the memorandum prepared by Assistant Director Azano-Brown, which conveyed the projections for the end of FY21, and reflected potential deficits in the Highway Division's Personal Services and the Recycling and Disposal Facility's Expenses budgets. Expenditures in other areas of the budget have been managed so that funds are available in other divisions to cover this potential allocation deficit.

The Highway Division's Personal Services shortfall is due primarily to a reduction in parking meter and coin machine maintenance due to COVID-19. The RDF's Expenses budget shortfall is due primarily to recycling tonnage and tipping fee increases in glass and wood, as well as extensive repairs made to the baler. Once any shortfall has been addressed, any balance of the DPW FY21 allocations and all available balances will be returned to the Town's General Fund.

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

**VOTED:** That the Board of Public Works approves the transfer of positive Personal Services budget balances in Engineering, Park, and RDF to offset the deficit in Highway not to exceed \$30,000; and Expense budget balances in Highway and Park & Tree to offset the deficit in the Recycling and Disposal Facility not to exceed \$70,000.

**Continued Appropriations for Capital Outlay for FY 2021.** The Director referred to the memorandum prepared by Assistant Director Azano-Brown, which referred to the Continued Appropriations for Capital Outlay list for review and approval by the Board. He explained the list represents the maximum amount that could be carried forward for use next year. It was noted that \$861,000 of the available balance is encumbered for existing commitments but associated invoices will not be paid until after FY21 is closed.

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

**VOTED:** That prior year capital appropriations be carried forward to FY22 as indicated on the June 22, 2021 Continued Appropriations for Capital Outlay List for DPW Divisions 400-454, with an amount not to exceed \$1,455,705.

**Human Resources Recognition Award.** Director Cohen nominated Senior Management Analyst Christopher Cusack for recognition under the Human Resources Board's "Recognition Program for Professional Staff" for the additional work and leadership he undertook this past year. Mr. Cusack took on four new challenges including an expanded role in employee recruitment, financial reporting responsibilities for the Water & Sewer Enterprise Funds, launching a new Twitter page to improve customer engagement, and developing a new comprehensive monthly report for the Board of Public Works. He successfully accomplished these items while carrying out his normal full workload as Senior Management Analyst.

Ms. Korpi acknowledged the tremendous amount of work addressed in the Water & Sewer Division this year. Mr. Wechsler expressed support for this recognition and also noted that, more generally, it is great to know the DPW Management Division has a dedicated team of people prepared to step up to meet the challenges to make a difference. Mr. Wechsler also conveyed it is helpful for residents and other Townspeople to be made aware these services are provided in the Department. Mr. Bender, too, concurred this recognition is well-deserved.

Following a brief discussion and acknowledgement of the extra effort demonstrated by Mr. Cusack and upon motion duly made by Ms. Korpi and seconded by Mr. Wechsler, it was unanimously,

**VOTED:** That Senior Management Analyst Christopher Cusack be nominated for the Human Resources Board's "Recognition Program for Professional Staff" for the additional work and leadership he undertook this past year and that he be awarded two week's pay, to be funded from DPW funds if HR funding is not available.

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**HIGHWAY DIVISION**

**Award of Contract #22C-420-1675 – Surface Treatments of Hot-Mix Asphalt Roadways.** Following the Director’s review of the Bid Recommendation prepared by Assistant Highway Superintendent Elizabeth Gildae, and upon motion duly made by Mr. Wechsler and seconded by Mr. Bender, it was unanimously,

**VOTED:** That Contract #22C-420-1675 for Surface Treatments of Hot-Mix Asphalt Roadways be awarded to lowest bidder, All States Asphalt, Inc., P.O. Box 91, Sunderland, MA 01375, in accordance with our specifications and their bid prices as follows:

- Item 1 Furnish, deliver, prepare site and install Single Stone Seal on Hot-Mix Asphalt as directed at various job sites in Wellesley. \$2.78/SY
- Item 2 Furnish, deliver, prepare site and install Double Stone Seal on Hot-Mix Asphalt. \$4.95/SY
- Item 3 Furnish, deliver, prepare site and install 10% Asphalt Rubber Surface Treatment on Hot-Mix Asphalt as directed at various job sites in Wellesley. \$4.00/SY
- Item 4 Furnish, deliver, prepare site and install 20% Asphalt Rubber Surface Treatment on Hot-Mix Asphalt as directed at various job sites in Wellesley. \$5.10/SY

**Award of Contract #22C-420-1674 – Microsurfacing Treatments of Hot-Mix Asphalt Roadways.** Following a brief discussion and the Director’s review of the Bid Recommendation prepared by Assistant Highway Superintendent Elizabeth Gildae, and upon motion duly made by Ms. Korpi and seconded by Mr. Bender, it was unanimously,

**VOTED:** That Contract #22C-420-1674 for Microsurfacing Treatments of Hot-Mix Asphalt Roadways be awarded to lowest bidder, Indus, 825 Granite Street, Braintree, MA 02184, in accordance with our specifications and their bid prices as follows:

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Item 1 Furnish, deliver, prepare site and install **\$3.70/SY**  
Single Lift HiMA (6% SBS) Microsurfacing  
Treatment on Hot-Mix Asphalt as directed  
at various job sites in Wellesley.

Item 2 Furnish, deliver, prepare site and install **\$5.99/SY**  
Double Lift HiMA (6% SBS) Microsurfacing  
Treatment on Hot-Mix Asphalt as directed at  
various job sites in Wellesley.

**OTHER**

**Next BPW Meeting Date.** It was reconfirmed that the next regularly scheduled meeting will be held on Tuesday, July 13, 2021, at 4:00 p.m.

**ADJOURNMENT**

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

**VOTED:** To adjourn.

The meeting adjourned at 3:30 p.m.

Respectfully submitted,

DocuSigned by:  
*Scott Bender*  
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**Scott Bender**  
Secretary

**DISCUSSION ITEMS  
WELLESLEY BOARD OF PUBLIC WORKS REMOTE ONLINE MEETING  
JUNE 22, 2021  
3:00 PM**

**A. CITIZEN SPEAK**

**ADMINISTRATION**

**B. 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.**

**C. DIRECTOR'S ITEMS**

**D. BPW ANNUAL REORGANIZATION.** Director to refer to proposed motions. **BOARD VOTED REQUIRED.**

**E. BUDGET RE-ALLOCATIONS.** Director to refer to re-allocation request. **BOARD VOTE REQUIRED.**

**F. CONTINUED APPROPRIATIONS CAPITAL OUTLAY FOR FY 2021.** Director to refer to memorandum detailing specifics related to the appropriations. **BOARD APPROVAL REQUESTED.**

**G. HUMAN RESOURCES RECOGNITION AWARD.** Director to refer to recommendation for special recognition to be awarded to one employee. **BOARD VOTE REQUIRED.**

**H. BID RECOMMENDATION – CONTRACT #21C-420-1674 – MICROSURFACING TREATMENTS OF HOT-MIX ASPHALT ROADWAYS.** Director to refer to bid recommendation prepared by Assistant Highway Superintendent Elizabeth Gildae. **BOARD VOTE AND SECRETARY SIGNATURE REQUIRED.**

**I. BID RECOMMENDATION – CONTRACT #21C-420-1675 – SURFACE TREATMENTS OF HOT MIX ASPHALT ROADWAYS.** Director to refer to bid recommendation prepared by Assistant Highway Superintendent Elizabeth Gildae. **BOARD VOTE AND SECRETARY SIGNATURE REQUIRED.**