

DATE: NOVEMBER 21, 2016
TO: BOARD OF SELECTMEN
FROM: NAN BALMER, TOWN ADMINISTRATOR
RE: RIVERS EDGE PROJECT

RECOMMENDED ACTION:

VOTE TO AMEND THE SCHEDULE FOR THE RIVERS EDGE REQUEST FOR PROPOSAL TO EXTEND THE DATES FOR 1) ISSUANCE OF A NOTICE OF AWARD TO FEBRUARY 1, 2017, 2) EXECUTION OF A LAND DISPOSITION AGREEMENT BY MARCH 3, 2017, 3) COMPLETION OF DUE DILIGENCE PERIOD BY JUNE 1, 2017, AND 4) COMPLETION OF LOCAL AND STATE PERMITTING AND CLOSING BY MARCH 1, 2018.

UPDATE:

1. EXTENSION OF RFP SCHEDULE

- Based on legal advice, the Board voted on November 7th to request the respondents to the Rivers Edge RFP agree to an extension of the RFP schedule.
- Since that time, it was determined by Special Counsel that the Board can unilaterally extend the date for the Notice of Award to February 1st because the proposals remain open for one year from the dates of receipt by the town. The expiration date, by which a Land Disposition Agreement must be signed, unless there is an extension agreement is July 5, 2017 for Wood Partners and July 4, 2017 for Baystone.

2. ECONOMIC IMPACT ANALYSIS

- Fougere Planning plans to complete the update on the 2013 Rivers Edge economic analysis by early January 2017. The project is funded with \$5,000 in remaining funds appropriated for Rivers Edge.

3. DPW LAYDOWN AREA AND WATER / SCHOOL BUS PARKING

- The Chair of the Board of Public Works provided the attached additional detail on the project.
 - BOPW requests that the Selectmen communicate with the Board when BOPW should begin to spend funds to implement its plan to develop a new laydown area.
 - The next step to move forward on an agreement with the Sudbury Water District for an interconnection for water fire service and redundancy is preparation of a design.
- The School Business Manager provided the attached update regarding creation of a permanent parking place and dispatch area for school buses.
 - The School Department requests permission to remain parked at Rivers Edge until June 30, 2016.

River's Edge FAQ – Responses from River's Edge Advisory Committee (REAC)

DPW Comments in **BOLD**

Department of Public Works

*[**This is REAC's current understanding of these topics but should be confirmed with Board of Public Works and/or DPW]*

- Why does the DPW need a laydown area for its daily work? What is it used for?
 - To facilitate temporary dirt piles and materials storage for roadwork or other projects in process around Town.
 - **It is important to note that in addition to the above answer, some materials storage is done on a permanent basis. The Town needs clean gravel, fill, loam and other similar materials to always be available for various planned and unplanned work that comes up. An example would be the catch basin cleanings that are done each spring. We historically let those sit and dry out for a year or so before paying to have them hauled away (they are considered "hazardous" material due to oil that may be mixed in with the material). If we have to have this hauled away immediately, when wet, it will cost 5X to have it removed due to the extra weight.**
 - **Another example is what is happening currently with 195 Main St. (old DPW building). Machinery and materials for water projects, the Villa intersection, Five Paths, and 27/30 intersection are being stored at 195 Main St. through until the end of the projects. If these items were needed to be stored out of Town the projects would take longer due to the time to bring in/bring out everything each day, as well as adding at least 10% to the price of each project.**
- If they have to move from River's Edge, where will the laydown area be located?
 - A 3/4 acre area was identified two years ago behind the new DPW building for a new laydown area. Since an award for River's Edge is pending, DPW is pursuing final Con Comm approval for this area so it can be put into service.
 - **It should be noted that the 3/4 acre site is not sufficient for the long-term needs of the DPW, and use of 195 Main St as a supplemental laydown area is likely.**
- What size area is needed for a laydown area?
 - DPW has estimated two acres total. Between the 3/4 acre area, and areas near the salt shed at the DPW, a large portion of required space is accommodated. Future space, if needed, could potentially occur at the transfer station or other town sites to get up to the estimated 2 total acres.
 - **DPW needs two acres on one site due to trucks needing space to back up, turn around, have room for piles of material, etc. Having tiny parcels that add up to two acres is not sufficient. DPW is trying to do everything they can to find space where they can (like at the Transfer Station), but this is the DPW being proactive and doing the best they can with what they have available. They are, at best, temporary solutions and should not be considered long-term options.**
- Are there any additional annual costs associated with a new laydown area?
 - Geographically, the new vs old laydown areas are very close. The new laydown area is further from Rt 20, but closer to DPW equipment, so should provide similar utility. Additional costs may arise if a significant amount of road work (like this year) were completed all at once, and costs may be incurred from those projects for temporary staging, if other areas are not identified. It should be noted that permanent dirt storage should not be Town protocol going forward, as it only creates a removal headache and cost for another day (like River's Edge)

- **DPW agrees that historically permanent material storage was mishandled and we should have never accumulated as much material as is there today. However, that does not mean that moving forward we will not have the need to store *any* material. As noted above, we need various materials available to us for planned and unplanned activities. Examples are the new Happy Hollow school playground required loam to be brought in to level the site. Water main breaks are an example of unplanned activities.**
- **When would the DPW need to move its operations from the River's Edge site?**
 - DPW would need to move once the Land Disposition Agreement is signed with the Developer, as the Developer would then begin due diligence then and would require unencumbered access to the site, and no further changes to site conditions.
 - **Per special counsel, DPW would need to move out upon Land Disposition Agreement.**
- **For the proposed "triangle" laydown area, what is the approval process? And the estimated timeframe for approval and to meet any order of conditions?**
 - DPW has advised 3-6 months. In this time frame, DPW anticipates that the old DPW lot could be used for interim use until this triangle is ready in the spring.
 - **Conservation has advised DPW that it would take six months from September. DPW is not aware of how quickly this is moving through the Conservation process given the fact that currently there is no Conservation Administrator. Even assuming the triangle is ready, DPW anticipates needing to use 195 Main St. on an on-going basis.**
- **Is there a need for an industrial zone which could also include a laydown area?**
 - This is not related to River's Edge as no industrial materials are held at River's Edge
 - **DPW strongly feels that every town needs to have an "industrial area" which would include a laydown area. Just like every house needs a machine room, typically in the basement, every town needs an industrial area where the infrastructure of the Town's activities occurs. These areas are typically not in residential areas and near the Town's border. This is precisely why the current lay down area makes for an excellent choice for the Town's "industrial area" and why DPW cannot find a suitable replacement. All other parcels in town are either in residential areas or have conservation or other issues.**
- **Is the proposed road to the Transfer Station (estimated at \$2.3 million) related to River's Edge?**
 - The Water Department suggested, after RFP bids were received, that a water loop be installed to connect River Road, the DPW, the Transfer Station, River's Edge and back to Town Center, thereby creating loop redundancy for all parties. At the time, the Water Department was not aware of the sensitivity of the outstanding work required on the transfer station access road. Since then, regardless of the access road, it has been determined that a better loop mechanism is to tie the Rt 20 line into Sudbury's line rather than route through a roadway that may or may not be there in the future. This connection to Sudbury for emergency purposes has been reviewed with Sudbury Water and conceptually agreed.
 - **The proposed improvements to the Transfer Station access road are not related to Rivers Edge.**
- **What is a water loop and why does the BoPW require them?**
 - A loop provides redundancy from another direction in the case of a water main failure, and to provide flowing water and no "dead-ends" that need to be monitored or serviced for water quality. It is recommended as good practice "when feasible".
- **Some have mentioned other costs related to moving DPW operations from River's Edge. What are the cost estimates related to River's Edge for the following items?**
 - Water loop

- With the water connection now only to Sudbury along Rt 20, it would not trigger any landfill station access road work, and would be paid by the developer.
- **Our Water Superintendent has worked with Sudbury to provide a connection which would dramatically lower the cost of a water loop within Wayland. However, a formal agreement has not been reached, nor has a cost been estimated. It will cost less to tie in with Sudbury than to create a loop, however there is still a cost to this which is not known. It is not safe to assume that the developer would simply absorb this cost.**
- Construct new laydown area
 - Costs are estimated at \$200,000 to remove prior soils left over from the DPW and create bins/areas. Funds remain (\$250k) from the under-budget DPW facility to complete this work.
 - **It is estimated that the cost to construct the new laydown area will be \$250k and there is approximately \$300k of borrowed funds left over from the DPW construction. However, even though the funds are available, there still is a cost here. It is still \$250,000.**
- Annual increase in DPW operation budget
 - Ideally, this will be \$0. If additional spaces are consistently needed, these can be identified, with the goal that there is no permanent increase. NOTE the Town history of storing soils permanently should no longer be accommodated as good operating practice, so there may be increased costs there, but it avoids major restoration later, so overall this would be a wash to the Town.
 - **As stated before, poor historical management of storing material is acknowledged. However, there is absolutely a cost to the ongoing operational needs of the DPW should we be moved off the site. These have been \$161,500 every year, with costs increasing every year as construction costs increase. Construction costs typically increase at a faster/higher rate than inflation. It should also be noted that this \$161,500 annual cost does not include “what we don’t know”. We have done our best to estimate costs of not having a sufficient lay down area, but since we’ve never done it, we won’t know “what else” until we go through a few years. There could be additional costs on top of this escalating \$161,500 each year.**

School Bus Parking [Again, this is REAC's current understanding, but should be confirmed with School Committee]

- Why have the school buses been parked at the River’s Edge site?
 - These were moved here upon construction of the new high school, and to remove them from a Zone 1 area. The septage facility was decommissioned, so this was a temporary location until another use was found for the site.
- The School Committee has heard from a landscape architect about parking the buses to the north of the Middle School driveway.
 - Is this a Zone 2 area? If so, what are the limitations?
 - If the buses are parked here, what is the potential impact on water quality, neighbors and potential abatement filings, bus traffic flow, and traffic?
 - **DPW Note: The Superintendent of Schools has requested if it would be possible to park the busses at 195 Main St. He has also provided an estimate for the amount of space which would be needed (one acre). We are currently waiting for the Town Surveyor to provide a map and one acre overlay so we can officially determine if there is enough room for the busses as well as the DPW laydown area. Although not our final conclusion, it does not appear that there is sufficient**

space for both bus and laydown needs. It should be noted that even if there was sufficient space, 195 Main St. is possibly only available for two more years if a Library and recreational field are built on the site. This plan would simply “kick the can down the road” until a permanent solution is found.

Proposed Rivers Edge Site

Updated 11/17/16

The DPW currently uses the approximate 4 acres parcel of land where the Rivers Edge Site is proposed. The area has been used for many years for a variety of uses from snow storage, to the staging area of materials for the day to day operations. On the North side of the property there are several Police agencies including Wayland which use the site as a gun practice range for training purposes. If the DPW was to lose the current site the additional costs and labor would increase dramatically. Below we have calculated some cost estimates and uses

Wood chips:

We currently generate over 1500 cubic yards of wood chips yearly. These wood chips are stored and used on roadside projects as needed.

***We can dump wood chips at Cavicchios in Sudbury at no dumping cost, But the cost of labor and trucking. @ \$43. Truck, \$23. Driver x 2 \$ 132.00 per trip, 1500CY, 8CY per trip.**

\$24816.00 As of 11/1/16 There has been a dumping fee for wood chips \$1 per yard. So we have added an additional \$ 1500. **\$24816.00** **New Figure** **\$26316.00**

Minus trucking & Labor **\$1,500**

Road Millings:

Currently Road Millings are stock piles during road construction to be removed at later dates which allows the DPW to have cost savings from the contractors.

***Costs of hauling millings during construction, time and trucking. Costs upward of 10% of**

Road Construction Reclamation Millings Contracts **\$15,000.00**

Actual cost \$15,000

Bituminous berm & bituminous asphalt:

During road construction all berm is removed and trucked to DPW site, as well as all asphalt removed during catch basin or manhole rebuilds, and during any cutting of the roads. We estimate we accumulate @ 200-300 cubic yards a year.

For Contractual services we allow them to use our facility to save on the contract, added possible costs of contract without storage @ 300CY

***We have priced the removal of Bituminous asphalt \$10.00 per cubic yard, Cost of trucking and labor \$43.00 truck \$23.00 Driver x 2**

300CY \$9600
Minus trucking & Labor \$3,000

Concrete:

Currently generate @ 100 – 250 cubic yards of concrete yearly, from Catch basin, Manhole rebuilds and repairs, also many other Park division and Highway projects within town.

***Cost of removal of Clean concrete no rebar \$10.00 per CY. Cost of trucking and labor \$43.00 truck \$23.00 driver**

200cu yrd \$6182

Minus trucking & Labor \$2,000

Road reclaim materials:

Full depth reclamation during road construction generates upwards of 2000 cubic yards of usable materials which we store towards future construction of sidewalks, roads and other projects. This is a large savings to the town do to the limited need for purchasing processed gravel. If we were not able to store this material we would have to incur the higher cost of contractual services for reclamation. Also we would have to purchase processed gravel as needed

Approximate contractual cost of removal of onsite materials \$30,000.00

***Processed gravel \$15.00 CY \$30,000.00**

Actual cost \$60,000

Snow Storage:

During Winter months after a large snow storm or the accumulation of several storms it is necessary to remove road side snow in the business districts and along certain intersections and sidewalk areas as needed. Also limited snow storage areas at the High School require us to remove the snow from there as well. If we lose the snow storage area at the current garage 195 Main Street due to the move and take away the front pit areas we will have no snow storage areas available.

***Rent a snow melter unit to melt and filter accumulated snow that would have been moved. This would require approval from the Conservation Commission for discharge of the water. Rental for season, average time used and fuel use. \$150,000.00 plus fuel usage at the rate of 100 gallons per hour.**

Purchase \$ 450,000.00

Average fuel \$ 64 hours, usage 100 gallons per hour 6400gal. x \$3. \$ 19200.00

Future Area Requirements:

All the information in this document still doesn't answer the question what to do with the accumulation of earth spoils that derive from daily work, projects and water breaks. The DPW would still need a lay down area for the materials even if we were to screen and separate in house. There is also a severe need for several hundred yards of processed gravel that is available at all times for backfilling emergency water breaks and dry fill as needed. We feel as if a parcel of land at a minimum of 2 acres would be the least area we could utilize productively.

Yearly additional Operational and Capital Costs

Wood Chips	\$ 26316.00	\$1,500
Road Millings	\$ 15000.00	\$15,000
Bituminous asphalt products	\$ 9600.00	\$3,000
Bituminous asphalt products Contract	\$ 30,000.00	\$30,000
Concrete products	\$ 6182.00	\$2,000
Purchase processed gravel	\$30,000.00	\$30,000
Street sweeping	\$ 50,000.00	\$50,000
Catch basin cleaning debris	\$ 30,000.00	\$30,000
Total	<u>\$ 197098.00</u>	<u>\$161,500</u>

Snow Melter \$ 19,200.00 removed

Snow Melter will have a Capital cost \$ 450,000.00 removed

DATE: November 14, 2016
TO: BOARD OF SELECTMEN
CC: Wayland School Committee
Paul Stein, Superintendent of Schools
FROM: Susan Botta, School Business Administrator
RE: School Bus Parking

REQUESTED ACTION:

Vote to allow the Wayland Public School Committee's bus contractor, First Student, to continue to park twenty-one school buses, twenty-three bus drivers' cars and a work trailer at the current parking location at 490 Boston Post Road in Wayland through June 30, 2017.

BACKGROUND:

This year, Wayland School Committee contracts with First Student to transport 1,300 students who reside in Wayland and Boston and attend the Wayland Public Schools. Twenty-one buses are used to transport students to and from Wayland Public Schools, athletic events, field trips and extracurricular activities throughout the school year.

At present, a total of approximately .65 acre is used to park the twenty-one buses and work trailer. An additional .35 acre is used to park bus drivers' cars.

Work is underway by the Town of Wayland's Facilities and School Department to identify suitable sites for permanent bus parking with information provided by the WRAP Committee and consultation from an outside engineering firm.