

**BOARD OF PUBLIC WORKS MEETING HELD: March 23, 2016**

LOCATION: 84 Somers Road, East Longmeadow, MA 01028

ATTENDANCE: J. Maybury D. Burack T. Wilson R. Peirent B. Fenney R. Esposito

ABSENT: D. Murphy S. Tancredi

Mr. Maybury called the meeting to order at 5:00 p.m. He asked if anyone other than ELCAT was recording the meeting. There being no response the meeting moved to the review and approval of minutes.

**REVIEW/APPROVE MINUTES OF March 8, 2016 MEETING: Mr. Burack made a motion to approve the minutes of the meeting of March 8, 2016. Mr. Wilson seconded the motion. There being no further discussion, the vote was taken and was unanimously affirmative.**

**PRELIMINARY REVIEW OF WATER AND SEWER RATES:** Mr. Peirent presented to the Board of Public Works a draft of the Proposed Rates and Fees for FY2017.

**DRAFT OF THE PROPOSED RATES AND FEES FOR FY2017:** Mr. Peirent stated that the Projected Water and Sewer Enterprise Fund Expenses for FY2017 through FY2021 detail the projected expenses for FY2016, the proposed expenses for FY2017 and projected expenses over the next five years for the purpose of rate setting. In addition, Mr. Peirent presented to the Board of Public Works the current Aggregate Debt Service Schedules being carried by the Water and Sewer Enterprise Funds, which were provided by Mr. Florence, Town Clerk. He discussed in detail the Projected Water and Sewer Enterprise Fund Balances at the end of FY2016 as well as the potential Sewer and Water Rate Scenarios for FY2017 through FY2021. Mr. Peirent recommended to the Board of Public Works that the Sewer Rate should remain flat for this year based on projections by the Springfield Water and Sewer Commission and that the Water Rate should be raised from \$2.95 to \$3.05 per 100 cubic feet, which will help prepare for water expense increases in the future.

**DRAFT OF TRANSFER STATION ELECTRONICS DISPOSAL CHARGES:** Mr. Peirent stated that the Transfer Station Sticker Fee has increased over the last two years from \$40 to \$50 and this has been due to an increase in disposal costs for items such as electronics. The fee for electronics has not been increased since 2008. Mr. Peirent recommended to the Board of Public Works that electronic fees should be raised \$5.00 five dollars per unit. Mr. Burack asked if a program for electronics could be put into place in order to reduce costs. Mr. Peirent stated that he would look into Mr. Burack's suggestion before the Rate Meeting on Wednesday, April 20, 2016. Mr. Peirent recommended to the Board of Public Works that the cost per car should be raised from \$10.00 to \$20.00 and the cost per pickup size load should be raised from \$25.00 to \$50.00 with the per individual item cost remaining flat as residents should pay more for a car load as opposed to a single item. In addition, Mr. Peirent recommended to the Board of Public Works that the mattress or box spring fee should be raised from \$10.00 to \$15.00 as the Town has been losing money due to the disposal costs for the mattresses and box springs. Mr. Peirent also stated that in regard to charges for Landscapers, while not many landscapers use the Transfer Station and the fees have stayed the same since 2004, he recommended to the Board of Public Works that the

per load per pickup truck be raised from \$25.00 to \$50.00 and the load per dump truck be raised from \$35.00 to \$75.00 as the impact will not directly affect the residents.

**SPRINGFIELD WATER AND SEWER COMMISSION CONTRACT:** Mr. Peirent presented to the Board of Public Works a letter Mr. Joshua D. Schimmel, Executive Director of the Springfield Water and Sewer Commission as well as the Commission's Long Term Control Plan Overview created in 2012. This document provides a better understanding of the Springfield Water and Sewer Commission's plan going forward. Mr. Peirent stated that the Springfield Water and Sewer Commission is currently looking at improving the main sewer interceptor, which is the main pipeline that carries the waste water from the surrounding communities. The improvements to the main sewer interceptor will cost \$25,000,000 out of the \$75,000,000 set aside for Capital Improvement Projects over the next several years. This will benefit the Town as the improvements are downstream to the Town's connection points. Mr. Peirent stated that the Springfield Water and Sewer Commission are also looking to improve the Connecticut River Crossing. Mr. Peirent presented to the Board of Public Works and discussed in detail a map layout of the City of Springfield and its infrastructure. He stated that the Springfield Water and Sewer Commission are proposing that all the surrounding communities share 70% of the Connecticut River Crossing improvement costs. In addition, Mr. Peirent stated that he has sent a letter to the Springfield Water and Sewer Commission asking them to respond to further questions. Ludlow and Wilbraham have similar concerns.

**PROPOSED OPERATING BUDGET FOR FISCAL YEAR 2017:** Mr. Peirent stated that the proposed Operating Budget for FY2017 has been approved by the Appropriations Committee. Mr. Peirent stated that he had also met with Mr. Broderick, the Representative to the Appropriations Committee for the DPW in order to discuss the Supplemental Budget for the upcoming Phase Two Storm Water Regulations. He stated there is no confirmed date at this time as to when the regulations will take effect and the Supplemental Budget has been cut by one third due to the reduced costs from a later date. Mr. Peirent stated that he believes the Appropriations Committee will not approve the entire Supplemental Budget and may only approve a portion if the effective date continues to be pushed back even further.

**ELM STREET AND MAPLESHADE AVENUE TRAFFIC SIGNAL:** Mr. Peirent stated that the traffic lights at the intersection of Elm Street and Mapleshade Avenue have been restored and are fully functional with the exception of one traffic light which was originally located on a cable at one of the approaches. There is now one traffic light on the cable and one pole light at that approach. Mr. Peirent stated that while Northup Electric responded to the initial emergency, Dagle Electric, who did the original install, was able to salvage most of the equipment and reinstall the traffic lights. The cost for the repair was originally expected to reach \$40,000 to \$50,000 to get the traffic light operational, the emergency response and traffic control but the final cost will be about \$27,000. The Board of Public Works asked if there has been any response by the private property owner. Mr. Peirent stated not at this time but he will continue to follow up if anything further can be done.

**TREE WARDEN POSITION:** Mr. Peirent stated that until Mr. Frank Miorandi, Assistant Town Engineer retired in October 2015, he served as the Town's Tree Warden. Since that time the position has been departmental filled as there is no one single individual with the title of Tree Warden. Mr. Peirent recommended to the Board of Public Works that at the next meeting they take a formal vote to appoint Mr. Roy Esposito, Highway and Utility Manager the responsibility of Tree Warden as part of his position. Mr. Peirent stated that Mr. Esposito is a good candidate as he has extensive experience working with the department for many years. This will also increase efficiency as the job of the Tree Warden is to assess the issues, decide what can be done based on priority and understands when tree work is an inside job or requires an outside company depending on available funds. Mr. Burack asked if the Tree Warden communicates with the utility companies in regard to trimming trees. Mr. Peirent stated that while he and Mr. Esposito have had discussions, the current procedure is for Mr. Esposito or another DPW crew member to first assess whether the tree belongs to the Town or is located on private property. If the tree belongs to the Town and there are power lines going through the tree, Mr. Esposito will give the DPW Office the information and the office staff will then coordinate with National Grid. The Board of Public Works concurred to take a vote at the next meeting.

**COORDINATION OF ISSUES WITH THE INTERIM TOWN ADMINISTRATOR:** Mr. Peirent stated that he was surprised to see an article published online by the Springfield Republican in regard to an application that was made to the Massachusetts Gaming Commission for money to conduct a traffic study of the Town's Rotary. Mr. Peirent stated that Mr. Greg Neffinger, Interim Town Administrator had met with the Board of Selectmen and notified them that all the Town Departments were in favor of the application but no Town Departments had actually been consulted. Mr. Peirent stated that the online article was the first time he had seen the application and he advised Mr. Neffinger that the study was not a good expenditure of the limited funds or a priority for the Town at this time. After a lengthy discussion between Mr. Peirent and Mr. Neffinger it was decided that if submitted the application would be broad enough so that the funding could be applied to other projects in the Town.

Mr. Burack stated that too many studies of the Rotary had already been completed over the years and the end result had always been that the project would be too costly and requires too much land taking. Mr. Maybury asked if Mr. Neffinger even has the authority to submit the application to the Massachusetts Gaming Commission. Mr. Peirent stated no that Mr. Neffinger does not have the authority to make decisions about Town roads. The Massachusetts General Law that was adopted at a Town Meeting many years ago gave the Board of Public Works responsibility for Town's roads. Mr. Wilson stated that another study of the Rotary is not going to change the fact that the project would be too costly. A discussion followed and it was decided that a letter will be written to the Board of Selectmen regarding this issue.

Mr. Peirent stated that Mr. Neffinger has met with the Town Planner and is currently in the process of developing an article for the adoption of the Stretch Energy Code to be submitted at the upcoming Town Meeting. The Stretch Energy Code was submitted a number of years ago but was not accepted. The Town Planner discussed the past history of the Stretch Energy Code with Mr. Neffinger, but Mr. Neffinger has decided to continue moving forward. Mr. Maybury asked if Mr. Neffinger is submitting the article as a resident's petition or are the Board of Selectmen submitting the article. Mr.

Peirent stated that Mr. Neffinger will be submitting the article through the Board of Selectmen. Mr. Maybury stated that he has never heard of a Town Administrator submitting a Warrant Article at Town Meeting. Mr. Peirent concurred and reaffirmed that Mr. Neffinger will be submitting the article for the Board of Selectmen.

### **BUILDING MANAGER'S REPORT**

**ENERGY EFFICIENT PROGRAM:** Mr. Fenney stated that the Service Building Garage, Meadowbrook School and Mountainview School have been the focus of the Energy Efficiency Program. Mr. Fenney stated that he has also received wattage and incentive cost information for the Service Building. The total wattage cost will be approximately \$11,560, the total incentive cost will be approximately \$5,780, and the annual energy savings will be approximately \$2,000 a year with the payback for the project to be approximately 2.89 years. Mr. Fenney stated that he will be getting the paperwork together for the Service Building and has been waiting to hear back from Northeast Efficiencies on the Meadowbrook and Mountainview School Project. Mr. Fenney stated that the paperwork for the schools should be in by the end of the week and will be sent over to Mr. Gordon Smith, Superintendent of Schools for the School Committee's review.

**RENOVATIONS AT THE TOWN HALL:** Mr. Fenney stated that the Men's Bathroom has been completed and is fully functional as of today, March 23, 2016. All the interior work for the Women's Bathroom will be completed by Friday, March 25, 2016; the fixtures will be installed on Monday, March 28, 2016 and will be fully functional by next week. Mr. Fenney stated that the Assessor's Office has been relocated to the Town's Meeting Room in order to start step two and the wall for the support staff office of the Selectmen's Office has been completed. Mr. Fenney stated that there will also be a scheduled abatement the week of April 12, 2016 and Abide has removed the eight by eight tiles.

**CAPITAL PROJECT COA GENERATOR:** Mr. Fenney stated that construction on the enclosure for the COA Generator has started and the rough framing is up as well as the roof. DPW crews are working on the project in between completing work orders. Mr. Fenney stated that his electrician should be ordering the wire this week in order to get the generator wired and online. Mr. Burack asked if the generator will be surrounded by a fence. Mr. Fenney stated that decorative fencing will be installed around the generator unit.

**SCHOOL DEPARTMENT PROJECTS:** Mr. Fenney stated that the excavation for the swing sets at Mapleshade School has been completed and he is hopeful that the swing sets will be delivered this week but he has not received confirmation. Mr. Fenney stated that the Varsity Field at the High School has been completed. The pitcher's mound has been reconstructed as well as the Home Plate area and the Varsity Team will be practicing this week on the field. Mr. Fenney stated that Mr. Colin Drury, Director of Recreation has ordered more materials so that the DPW crews can complete the JV Field as well.

**HIGHWAY/UTILITIES MANAGER'S REPORT:**

**POTHOLE REPAIRS:** Mr. Esposito stated that the asphalt plants opened on Tuesday, March 22, 2016. DPW crews are out patching potholes and repairing plow damage from the winter.

**CATCH BASIN REPAIRS:** Mr. Esposito stated that DPW crews are continuing to clean and repair the catch basins.

**BERM AND LAWN REPAIRS:** Mr. Esposito stated that due to the loam starting to dry out, DPW crews are performing loam and seeding in order to repair the plow damage from the winter.

**TREE WORK ORDERS:** Mr. Esposito stated that DPW crews are in the process of continuing to work on tree work orders and they are now down to the few which will require an outside tree expert.

**TOWN MAINTENANCE:** Mr. Esposito stated that the sweeper will be activated soon in order to clean the Town's streets and the brush grinding will start as soon as the brush grinder is repaired. Mr. Esposito stated that the irrigation system has been installed at the High School lacrosse field and will be tested for leaks tomorrow, March 24, 2016. Mr. Esposito stated that as soon as the Transfer Station dries out, DPW crews will complete upgrades there as well.

**OTHER BUSINESS:** Mr. Peirent stated that the vehicle fleet is starting to show its age and one of the L8 1000 Dump Trucks needs a new turbo. Mr. Fenney concurred stating that the turbo is cracked and after further investigation the other L8 1000 Dump Truck is also not in good shape. Mr. Fenney stated that the cost for a new turbo is about \$2,600 but assured the Board of Public Works that the Preventative Maintenance Program is going well with the exception of the department's aging vehicles. Mr. Fenney stated that trucks are washed after every storm and the sanders are cleaned in order to ensure that no salt is left in the trucks. Mr. Wilson asked what year are the L8 1000 Trucks. Mr. Fenney stated that he did not bring the sheet with him but believed they are 1999 models. A discussion followed and Mr. Fenney stated that he would keep the Board of Public Works up to date on the situation.

Mr. Maybury stated that the next meeting, which will be a Public Hearing for Rates and Fees, is scheduled for Wednesday, April 20, 2015 at 5:00 p.m. at 84 Somers Road, East Longmeadow, Mass.

**Mr. Burack made a motion to adjourn the meeting at 6:01 p.m. Mr. Wilson seconded the motion, there being no further discussion; the vote was taken and was unanimously affirmative.**

