

BOARD OF PUBLIC WORKS MEETING HELD: July 6, 2016

LOCATION: 84 Somers Road, East Longmeadow, MA 01028

ATTENDANCE: D. Burack T. Wilson R. Peirent B. Fenney R. Esposito D. Murphy S. Tancredi

ABSENT: J. Maybury

Mr. Burack called the meeting to order at 5:11 p.m. He asked if anyone other than ELCAT was recording the meeting. Ms. Tancredi stated that she was recording the meeting for the minutes.

REVIEW/APPROVE MINUTES OF June 21, 2016 MEETING: Mr. Wilson made a motion to approve the minutes of the meeting of June 21, 2016. Mr. Burack seconded the motion. There being no further discussion, the vote was taken and was unanimously affirmative.

SUPERINTENDENT REPORT

MAPLESHADE AVENUE WATER MAIN REPLACEMENT PROJECT: Mr. Peirent stated that Columbia Gas will be replacing the existing cast iron gas main on Mapleshade Avenue sometime next week. Columbia Gas will install a new six inch medium pressure gas main from the Elm Street intersection up to North Main Street, which will expand the medium pressure system onto Mapleshade Avenue, as there is currently a low pressure system. The installation on Mapleshade Avenue will take about six weeks and should be finished before the school year begins at the end of August 2016. Mr. Peirent stated that once Columbia Gas has finished their portion for this year, DPW crews will then move forward with the Mapleshade Avenue Water Main Replacement Project next year. Mr. Wilson asked if cameras have been run down the sewer mains. Mr. Peirent stated not at this time but it will be done before the water main work is done as cameras are the standard practice. Mr. Peirent and the Board Members then discussed the project plans going forward.

EMPLOYMENT OPPORTUNITIES AT THE DPW: Mr. Peirent stated that the Public Works Asset Management Position has been filled. Mr. Peirent stated that he will not announce the candidate's name at this time as the candidate has not notified his current employer. The candidate will start on Thursday, September 1, 2016 and has signed his contract. Mr. Burack asked if the candidate will be moving to the East Longmeadow area. Mr. Peirent stated yes. The candidate lives in Rhode Island and has been commuting to his current job in Boston. Mr. Peirent stated that the candidate has been looking for the opportunity to move back to Western Massachusetts.

DWIGHT ROAD AND MAPLE STREET: Mr. Peirent stated that he and Mr. Murphy attended a meeting to discuss a piece of property at the corner of Dwight Road and Maple Street with the developers of that property. Mr. Peirent stated that a Health Care Facility is looking to expand and renovate its current Skilled Nursing Department with a campus type facility at that location. The purpose of the meeting was to discuss the traffic impact of that new facility and a long term solution. The roadway is a short corridor, which starts at the Benton Drive and Chestnut Street Intersection goes through Maple Street, Dwight Road and Williams Street continuing up to Converse Street in the Town of Longmeadow. Mr. Peirent stated that the traffic could also impact Westwood Avenue. Mr. Peirent stated that he and Mr. Murphy

requested that the traffic engineer working for the developer identify a possible long and short term solution to the traffic impacts before moving forward with the development project.

ALTUS HAMPDEN SOLAR FACILITY: Mr. Peirent presented to the Board of Public Works an Altus Hampden Solar Facility Performance Spreadsheet for FY2016. Mr. Peirent then reviewed the spreadsheet and stated that the spreadsheet only reports the last eleven months as the facility did not go online until last year, Friday, July 24, 2015. Mr. Peirent stated that due to buying solar credits at a 20% discount the Town has saved \$102,784 over the past eleven months in utility bills and the solar facility is performing as expected.

BUILDING MANAGER'S REPORT

FY2016 PAST YEAR WORK ORDER OVERVIEW: Mr. Fenney stated that the Building Maintenance Division completed over four hundred seventy-eight work orders over the past year. Mr. Fenney stated that one hundred ninety-four of those work orders were for various Town buildings, two hundred sixty-two were School related and twenty-six were Parks related.

ENERGY EFFICIENCY PROGRAM: Mr. Fenney stated that the Energy Efficiency Contractor was onsite at both Meadowbrook and Mountainview School on Wednesday, June 29, 2016 to start the project. The contractor started with the Special Education rooms first due to summer classes and completed those rooms on Friday, July 1, 2016. The contractor is on schedule to complete the project by the end of July 2016.

RENOVATIONS AT THE TOWN HALL: Mr. Fenney stated that the Accountant's Office has been completed and the Accounting staff will be moved back into that office tomorrow, July 7, 2016. Mr. Fenney stated that Phase One of the Town Hall Renovation Project is now ninety-eight percent complete with the exception of painting a few hallways and installing rugs where the existing bathrooms were renovated, which should be finished within the next couple of weeks. Mr. Fenney stated that Phase Two of the project will start by late fall or early winter with renovations to the Selectmen's Office, the Meeting Room and through the hallways leading into the other two bathrooms near the Town Clerks Office.

FIELD/VEHICLE MAINTENANCE UPDATE: Mr. Fenney stated that he contacted a representative from Toro and the new Toro Ground Master Mower should be delivered this week or sometime early next week. Mr. Fenney stated that a coach using the JV Field at the High School contacted him and the Recreation Department stating that he was very pleased with the field conditions at the High School considering the Fourth of July celebrations that took place this past weekend. Mr. Burack asked if the Fertilization Program has been completed. Mr. Fenney stated that step two of the Fertilization Program was finished last week and the final three steps will have to be scheduled.

SCHOOL PLAYScape PROJECTS: Mr. Fenney stated that he met with a representative from Little Tykes Friday, July 1, 2016 in order to review the sites and discuss what will be done during the construction process. In addition, Mr. Fenney stated that he and Mr. Dunn, the departmental plumber were onsite today, July 6, 2016 to start laying out the new area. Mr. Fenney stated that the demolition and

excavation phase should take place next week. The equipment for the Playscape Projects will be delivered on Monday, July 25, 2016 and the installation of that equipment will take two to three weeks to complete.

VEHICLE PREVENTATIVE MAINTENANCE COST ANALYSIS: Mr. Fenney stated that he is currently working on the Vehicle Preventative Maintenance Cost Analysis Report. Mr. Fenney stated that he has contacted FleetPride, Palmer Trailer Service and Napa Auto Parts for their pricing numbers regarding fluids, air filters, oil filters, transmission filters and hydraulic filters. Palmer Trailer Service submitted their pricing numbers today and FleetPride should be submitting their pricing numbers by the end of the day tomorrow, July 7, 2016. Mr. Fenney stated that the Vehicle Maintenance Program is up to date with the exception of a sticker for car #42, the vehicle he is driving, and some work on Trucks #4 and #10. Mr. Peirent reminded Mr. Fenney about the rehab of two other vehicles. Mr. Fenney stated that the rehab would be for Trucks #71 and #72. Mr. Burack asked about the status of Truck #13. Mr. Fenney stated that Truck #13 is in bad shape and DPW crews have been changing the oil over the last couple of weeks. Mr. Peirent stated that based on Truck #13's age and condition it will need to be replaced. Mr. Burack stated that Truck #13 should be a priority. Mr. Fenney concurred.

HIGHWAY/UTILITIES MANAGER'S REPORT

WATER MAIN PROJECTS: Mr. Esposito stated that DPW crews installed nine hundred eighty feet of eight inch ductile iron on John Street and connected the south side of Helen Circle. DPW crews have also installed four gate clusters for four connections and four hydrants with seventeen taps. Mr. Esposito stated that at the last one hundred fifty feet of installation the DPW crews hit bedrock about eighteen inches down. There is a gas line on top of the bedrock but the excavators are moving carefully. DPW crews still have four hundred thirty feet left and another eight taps to install.

CATCH BASIN REPAIRS: Mr. Esposito stated that Mr. Sevigne will start working on catch basin repairs again now that the July 4th Parade and Carnival are over.

UTILITY MARK OUTS: Mr. Esposito stated that DPW crews are continuing the mark outs for Columbia Gas as they start their work on Mapleshade Avenue.

MAINTENANCE HYDRANTS AND SIGN POSTS: The summer employees and Mr. Bob Bostwick from the Senior Assistance Program are painting fire hydrants and sign posts.

TREE WORK: Mr. Esposito stated that the DPW crews have a list of trees that need to be trimmed or removed, which will be done as soon as weather conditions permit.

MANHOLE SEALING: Mr. Esposito stated that Green Mountain was in Town to finish sealing the remaining manholes. He is hopeful that they will complete sealing all the manholes listed.

TRANSFER STATION: Mr. Esposito stated that Mr. Darrell Kean has done a great job keeping up with the Transfer Station.

TOWN MAINTENANCE: Mr. Esposito stated that with the dry conditions DPW crews will start culvert cleaning on Allen Street and Harkness Avenue as well as street sweeping and manhole repairs.

TOWN ENGINEER REPORT

CHESTNUT STREET/SHAKER ROAD INTERSECTION IMPROVEMENTS: Mr. Murphy stated that there are two locations on the Chestnut Street and Shaker Road Intersection, which need curb relocation and widening. The right turn lane from Shaker Road heading south onto Chestnut Street westbound will need a curb relocation and widening. In addition, the left turn lane heading west on Chestnut Street onto Shaker Road southbound will need curb relocation and widening. Mr. Murphy stated that loops, stripping and signal changes will need to be done following the curb relocations as well as the possible relocation of two utility poles on the right side of Chestnut Street heading eastward up the hill. Mr. Murphy stated that this will coincide with the new gas station being built at the corner of the intersection. Mr. Wilson asked if there is a start date for the construction of the gas station. Mr. Peirent stated that it looks as though construction will start this season but he has not seen any evidence of that at this time. Mr. Peirent stated that the plan would be to start the Chestnut Street and Shaker Road Intersection project before the gas station is constructed or in conjunction with the construction.

TRANSFER STATION LANDFILL CLOSURE: Mr. Murphy stated that about half of the landfill has a layer of barrier soil and thirty to forty percent of the total soil has been put down. Mr. Peirent stated that the barrier soil must achieve the fifteen inch minimum layer. Mr. Murphy concurred and stated that the barrier soil is thicker in some areas in order to achieve the two percent minimum grade and a nine inch vegetative support layer will be placed above the barrier soil. Mr. Murphy stated that the screener is scheduled to arrive tomorrow in order for DPW crews to start the compost screening process and blend materials for the vegetative support layer. The excavator will also be relocated from the John Street Project job sometime in the future in order to remove the trees located at the landfill on the steeper slope areas and a bull dozer is planned for the steep slope areas as well. Mr. Murphy stated that he is pleased with all the progress.

ROAD IMPROVEMENT PROJECT: Mr. Murphy stated that paving has now been completed and fourteen thousand fifty feet of roadway was paved in Town, which is 2.7 miles. DPW crews will be stripping the roads tomorrow morning.

ELM STREET SIDEWALK: Mr. Murphy stated that he is continuing to review the design for the Elm Street sidewalk. The plan will be to installed sidewalk on the west side of Elm Street from Mapleshade Avenue to Revere Street and with the total length of sidewalk being two thousand three hundred fifty feet. Mr. Murphy stated that he is unsure if the project will start this fall. Mr. Peirent stated that it will depend on the amount of money in the budget.

Mr. Burack stated that the next meeting is scheduled for Tuesday, July 19, 2016 at 5:00 p.m. at 84 Somers Road, East Longmeadow, Mass.

Mr. Wilson made a motion to adjourn the meeting at 5:47 p.m. Mr. Burack seconded the motion, there being no further discussion; the vote was taken and was unanimously affirmative.