

BOARD OF PUBLIC WORKS MEETING HELD: July 27, 2016

LOCATION: 84 Somers Road, East Longmeadow, MA 01028

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

ABSENT: R. Esposito

Mr. Burack called the meeting to order at 5:02 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 5/17/16 MEETING: Mr. Maybury made a motion to approve the minutes of the meeting of May 17, 2016. Mr. Burack seconded the motion. There being no further discussion, the vote was taken and was unanimously affirmative.

REVIEW/APPROVE MINUTES OF 7/6/16 MEETING: Mr. Wilson made a motion to approve the minutes of the meeting of July 6, 2016. Mr. Burack seconded the motion. There being no further discussion, the vote was taken and was unanimously affirmative.

SUPERINTENDENT REPORT

DEPARTMENT UPDATES/EMPLOYMENT OPPORTUNITIES: Mr. Peirent stated that Mr. Scott Hutkoski, who had been hired in a Skilled Worker Position, has now taken a job with the Northampton VA. His final day of work was last week and another candidate, Mr. Enrique Rosado, will be filling the open Skilled Worker Position. Mr. Rosado is an East Longmeadow resident and has been working for the Town of Granby's DPW for a year. Mr. Peirent stated that Mr. Rosado came highly recommended and will be starting Monday, August 1, 2016. Mr. Peirent stated that the position for Cross Connection Inspector has also been filled. Mr. Darrell Keane, who held the previous position of Pump Station Operator, is now the new Cross Connector Inspector. Mr. Keane has the required training for the position. Mr. Peirent stated that the now open Pump Station Operator Position has been posted internally and the deadline for employees to apply is Friday, July 29, 2016.

VOLUNTARY WATER USE RESTRICTIONS: Mr. Peirent stated that water use restrictions were implemented at the beginning of this week and the restrictions are voluntary. Residents are being asked to water their lawns on an odd/even schedule. If a resident's home address is an odd number, they should water on an odd number day. If a resident's home address is an even number, they should water on an even number day. In addition, residents are being asked to refrain from filling swimming pools if possible. Mr. Peirent stated that the purpose of the voluntary water use restrictions is to cut down on water demand in order to get the Town's Water Storage Tank back to full capacity. Mr. Peirent also presented to the Board of Public Works and discussed in detail a Chestnut Street Pumping Station Pump Volume Report for June and July of 2016 as well as a chart displaying the effect on the Town's water tank levels for July 2016. A discussion followed between Mr. Peirent and the Board of Public Works regarding the water use restrictions, Pump Volume Report and Water Tank Level Chart.

BUILDING MANAGER'S REPORT

ANNUAL SERVICES INSPECTION SCHEDULES FY2016 AND FY2017: Mr. Fenney presented to the Board of Public Works the Annual Services Inspection Schedule Reports for FY2016 and FY2017 for their review. Mr. Fenney discussed both the reports in detail and stated that the annual inspections for this year have been completed. Mr. Fenney stated that although all the bills have not been received, in comparison to last year, the costs of the inspections are trending well and he will keep the Board of Public Works up to date regarding the final expenditures.

ENERGY EFFICIENT PROGRAM: Mr. Fenney stated that all the interior lighting at Mountainview School has been installed and the Energy Efficiency Contractor is currently working on installing lighting to the exterior section of the building this week. Mr. Fenney stated that although fifty percent of Meadowbrook School has been completed the project is behind due to some back order issues with materials. Meadowbrook School should be completed by Monday, August 8, 2016. Mr. Fenney stated that he is confident that both projects will wrap up within the next couple of weeks.

JOHN STREET WATER MAIN PROJECT: Mr. Fenney stated that DPW crews installed the water main on John Street. The water main has been pressurized and tested. Mr. Fenney stated that DPW crews will tie in Village Green tomorrow, July 28, 2016 and install a few temporary services while the work for the project continues. Mr. Peirent stated that some base paving work has been done however, the rest of the street still needs to be paved.

VEHICLE/FIELD MAINTENANCE UPDATE: Mr. Fenney stated that the department's new Toro Ground Master Mower has been delivered by Toro. The new mower is out on the field as of today, July 27, 2016 and is working great. Mr. Fenney stated that due to drought conditions only the irrigated sections are being mowed and DPW crews are grooming some of the ball fields as well as preparing the fields for fall sports.

SCHOOL PLAYScape PROJECTS: Mr. Fenney stated that while he was on vacation the last two weeks Mr. Esposito along with a DPW crews demolished all the existing playscapes. DPW crews excavated down to a twelve inch depth and the vendor will be onsite Monday, August 1, 2016 to install the playscapes. Mr. Maybury asked if the Playscape Projects will be done before the start of school. Mr. Fenney stated yes. The contract deadline is Saturday, August 20, 2016.

VEHICLE PREVENTATIVE MAINTENANCE COST ANALYSIS: Mr. Fenney stated that the Vehicle Preventative Maintenance Cost Analysis Report with the three local vendors, FleetPride, Palmer Trailer Service and Napa Auto Parts is completed. Mr. Fenney presented the Vehicle Preventative Maintenance Cost Analysis Report spreadsheets to the Board of Public Works and discussed the vendor costs in detail. Mr. Fenney stated that Napa Auto Parts' Preventative Maintenance Costs totaled \$28,278.51, FleetPride's totaled \$28,327.45 and Palmer Trailer Service's totaled \$29,361.97. Mr. Fenney stated that he has contacted Mr. Mike Cinetti, who has been sand blasting some of the department's trucks this year, regarding the rehab of Truck #71 and #72. Mr. Fenney stated that although Mr. Cinetti is very busy at the time one of the two trucks will be dropped off to him sometime next week. Mr. Maybury asked if the department could do its own body work. Mr. Fenney stated no and that the department does not

have the capacity necessary to do its own body work. Mr. Maybury suggested that Mr. Fenney look into the possibility of setting up a body work area.

HERITAGE PARK SECURITY CAMERAS: Mr. Fenney stated that security cameras have been installed and are now online at Heritage Park as of today, July 27, 2016. Mr. Fenney stated that if Mr. Ryan Quimby, IT Director and the Police Station choose to do so they could be sharing monitoring information with the department.

TOWN ENGINEER REPORT

WINTERBERRY LANE: Mr. Murphy stated that the remaining road work on Winterberry Lane has been completed. Mr. Murphy recommended that the Board of Public Works accept the street. Mr. Burack asked if the recommendation to accept the street would have to go to the Town Council as well. Mr. Peirent stated yes.

Mr. Maybury made a motion to accept Winterberry Lane as a town street. Mr. Wilson seconded the motion, there being no further discussion; the vote was taken and was unanimously affirmative.

TRANSFER STATION LANDFILL CLOSURE: Mr. Murphy stated that a representative from the DEP visited the landfill last week. The representative was very pleased and surprised with all the progress that had been made in closing the landfill. Mr. Murphy stated that the two piles of support layers have been placed on top of the barrier soil and based on the test results that came in this afternoon, the eight percent minimum organic soil content has been reached. A discussion followed regarding the landfill closure and what would be done to the area going forward.

CHESTNUT STREET/SHAKER ROAD INTERSECTION IMPROVEMENTS: Mr. Murphy presented a Chestnut Street and Shaker Road Intersection Draft Map to the Board of Public Works. Mr. Murphy stated that the plan would be to do some control upgrades. In addition, Mr. Murphy stated that an additional turn lane would have be added at the bottom of the Chestnut Street Hill so that traffic could take a left turn going south on Shaker Road as well as another right turn lane by the new gas station. Mr. Murphy stated that the curb would have to be adjusted on the south side of Shaker Road in order to make room for the second lane and two utility poles would have to be relocated on the right side of Chestnut Street. Mr. Murphy stated that he has contacted National Grid and Verizon regarding the relocation of those poles.

ROAD IMPROVEMENT PROJECT: Mr. Murphy stated that all the road work has been completed and he is waiting for the final bills. Once the final bills are received and the numbers are reviewed a decision will be made as to whether or not work will be done on Pease Road before the fall. Mr. Peirent stated that the plan would be to repair the bottom of the Pease Road Hill between Lee Street and Old Farm Road, which is in bad shape.

ELM STREET SIDEWALK: Mr. Murphy stated that he is continuing to review the first draft design for the Elm Street Sidewalk Project. Mr. Murphy stated that more review needs to be completed as there is an issue with poles that are in the way or other property issues that need to be reviewed prior to moving forward. He will keep the Board of Public Works up to date.

PAVEMENT MANAGEMENT: Mr. Murphy presented a Pavement Management Map to the Board of Public Works showing which roadways are in the best and worst shape. Mr. Murphy stated that Kibbe Road and Denslow Road are currently the main roads in the poorest condition. Mr. Murphy stated that those two roads are a good starting point for future road improvement projects. Mr. Peirent stated that the Pavement Management Map and the cost report that comes with it will help to decide two things, where the best place is to spend Chapter 90 money and what needs to be done in order to bring the roads back to a reasonable condition. In addition, Mr. Peirent discussed in detail some of the possible strategies that could be done to extend the street life of those roads.

OTHER BUSINESS:

Mr. Burack asked for an update regarding street light replacement and repairs. Mr. Peirent stated that he has been in contact with National Grid and they have acknowledged the fourteen lights that were on their list but there were no street lights at those locations. In addition, Mr. Peirent stated that National Grid wants to discuss a billing adjustment to our account as the lights were not at those locations and the Town was charged for those lights. Mr. Burack inquired about the remaining street lights that are still out. Mr. Peirent stated that fixing the street lights is a work in progress and while National Grid has fixed every light that the department provided to them, this may be a project that will need to be done twice a year. A discussion followed regarding possible future procedures for reporting street lights that are out or in need of repairs.

Mr. Maybury asked about the Harkness Avenue and North Main Street traffic signal light constantly blinking red and yellow. Mr. Peirent stated that the lights have been repaired but the blinking has been due to a power surge issue, which has created some equipment damage. Mr. Peirent stated that the problem is currently being monitored and is in the trouble shooting phase at this time. Once the problem is identified, it will be reported to the utility company for further investigation but the cause is still unknown.

Mr. Peirent stated that the School Department submitted an application for funding in order to test for lead and copper in the Town's schools. The Town will be receiving that funding and a meeting has been scheduled for Monday, August 15, 2016 with representatives from both the State and UMASS Water Laboratories in order to conduct the testing to identify any issues.

Mr. Burack stated that the next meeting is scheduled for Wednesday, August 10, 2016 at 5:00 p.m. at 84 Somers Road, East Longmeadow, Mass.

Mr. Wilson made a motion to adjourn the meeting at 5:52 p.m. Mr. Burack seconded the motion, there being no further discussion; the vote was taken and was unanimously affirmative.