

**BOARD OF PUBLIC WORKS MEETING HELD: August 10, 2016**

LOCATION: 84 Somers Road, East Longmeadow, MA 01028

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

ABSENT: J. Maybury B. Fenney D. Murphy

Mr. Burack called the meeting to order at 5:08 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 7/27/16 MEETING: Mr. Wilson made a motion to approve the minutes of the meeting of July 27, 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. Enrique Rosado, who was hired for the open Skilled Worker Position, started Monday, August 1, 2016. Mr. Esposito has been acclimating Mr. Rosado to the department. Mr. Esposito stated that Mr. Rosado is doing well. Mr. Peirent stated that Mr. Will Torres, who has been working for the department for two years, has been promoted to the Pump Station Operator Position, which is the position that Mr. Darrell Kean previously had prior to becoming the Cross Connection Inspector. Mr. Torres will be working with Mr. Felix Vachon, the department's lead Pump Station Operator, in overseeing all eighteen of the Town's Pumping Stations. In addition, Mr. Peirent stated that Mr. Torres' previous position as a Skilled Worker is now open and the department is receiving applications.

**VOLUNTARY WATER USE RESTRICTIONS:** Mr. Peirent stated that the voluntary water restrictions were lifted due to a drop in water demand between Monday, July 25, 2016 and Saturday, July 30, 2016. The water tank levels are back to where they typically should be for this time of year. Mr. Peirent stated that there should be no future voluntary water restrictions. In addition, Mr. Peirent stated that he has been assured by the Springfield Water and Sewer Commission that the Town's water supply is in good shape as the Cobble Mountain Reservoir is still eighty percent full.

**STREET LIGHT REPLACEMENT AND REPAIRS:** Mr. Peirent stated that he has been in contact with National Grid and progress has been made regarding the street lights in Town. National Grid is acknowledging the credit that they owe the Town due to the missing lights that the Town was charged for but were never installed. Mr. Peirent stated that he will be working with National Grid to prepare an agreement that is fair and reasonable concerning the credit. The credit will be \$1,200 to \$1,300 per year. Mr. Wilson inquired if the credit owed goes back to the 2011 October Snowstorm. Mr. Peirent stated that he will be reviewing that during discussions with National Grid.

**SPRINGFIELD WATER AND SEWER COMMISSION CONTRACT:** Mr. Peirent presented the renewed six year Springfield Water and Sewer Commission Contract with the Board. Mr. Peirent stated that the new contract once signed will take effect immediately as the old contract expired on Wednesday, July 1, 2015. The new contract is similar to previous agreements with the Springfield Water and Sewer

Commission with the exception of requiring communities to identify all their connection points to the Springfield System within two years. Mr. Peirent stated that the Springfield Water and Sewer Commission is attempting to get a better understanding of who is actually connecting to their system as there are areas in Town and other communities that directly connect to the Springfield Water and Sewer System but are not metered. Mr. Peirent described one of the Town's unmetered connections. The connection runs behind Fenway Golf off of Porter Road to Springfield and while the meter chamber was installed in the 1970s, the meter was never put into the chamber. Mr. Peirent stated that the Springfield Water and Sewer Commission has installed a temporary meter at that location and is attempting to estimate the flows of that connection. In addition, Mr. Peirent stated that he has been working with the Springfield Water and Sewer Commission to ensure that they apportion capital costs of any future projects fairly and within reason, including improvements to the Connecticut River Crossing.

Mr. Peirent stated that he has discussed the contract with the Town Attorney and was informed that the signatory authority for this contract and all future Town contracts will be the Town Manager. Mr. Peirent stated that the Town's Attorney has suggested that the Board of Public Works recommend that the contract be approved before being signed by the Town Manager.

The Board of Public Works then made a recommendation to the Town Manager that the Springfield Water and Sewer Contract be executed. **Mr. Wilson made a motion to approve this recommendation. Mr. Burack seconded the motion, there being no further discussion; the vote was taken and was unanimously affirmative.**

#### **TOWN ENGINEER REPORT**

Mr. Peirent stated that he would discuss the following items as Mr. Murphy was not in attendance.

**TRANSFER STATION LANDFILL CLOSURE:** Mr. Peirent stated that a bulldozer is onsite at the landfill. The purpose of the bulldozer is to put down the cover material on the slope that drops down toward the wetland area, which is about three quarters of the way finished. The next phase will then be to apply the nine inches of top soil material as well as stabilization material that will either be a matting type material or a chopped fiber type material that can be sprayed on the area depending on weather conditions. A discussion followed regarding seeding the landfill.

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

Mr. Peirent stated that he would discuss the following items as Mr. Fenney was not in attendance.

**RENOVATIONS AT THE TOWN HALL LIBRARY:** Mr. Peirent stated that Country Glass will be onsite to install a new glass dividing wall this week, which will complete the Library Renovation Project by early next week.

**BIRCHLAND PARK SCHOOL HOT WATER BOILER:** Mr. Peirent stated that the new hot water boiler for Birchland Park School is on order and the replacement work will be done as soon as the new boiler is on site.

**ENERGY EFFICIENCY PROGRAM:** Mr. Peirent stated that the LED lightening change over installation at Mountainview School is finished and Meadowbrook School is now ninety percent completed. In addition, as part of the Energy Efficiency Program, Mr. Peirent stated that the garage lightening at the Service Building has also been replaced.

**FIELD MAINTENANCE UPDATE:** Mr. Peirent stated that DPW crews are working on the fields in order to ensure that they are prepared for the fall season and all the fields have been lined for the upcoming fall sports. Mr. Peirent stated that Mr. Fenney, the Recreation Department and the School Department will be scheduling a three to four day shut down next week at the High School Stadium Field in order for DPW crews to groom and repaint the field. The School Department will be landscaping around the area as well, a week or two before school opens. Mr. Burack asked if the Fertilization Program has been completed. Mr. Peirent stated that he believes the third application has been completed but any additional applications are being held off until the weather conditions improve.

**SCHOOL PLAYScape PROJECTS:** Mr. Peirent stated that all the preparation and excavation activity in order to install the new playscapes at Meadowbrook School and Mountainview School has been completed by DPW crews. The playscape equipment is onsite at Meadowbrook School and is currently being installed. Mr. Peirent stated that the playscape equipment at Mountainview School will be installed the week of Monday, August 22, 2016. Mr. Peirent stated that once both playscapes are installed DPW crews will be back onsite to loam and seed before school starts. Mr. Esposito stated that Mr. Steve Sevigne and the DPW crews did a great job preparing the sites for the playscape installations.

**VEHICLE MAINTENANCE UPDATE:** Mr. Peirent stated that Truck #2 and a new Administrative Vehicle are on order and are scheduled to be delivered by late September 2016.

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

**JOHN STREET WATER MAIN PROJECT:** Mr. Esposito stated that the John Street Water Main Project was behind due to the unexpected ledge that DPW crews hit but the issue has now been resolved. DPW crews have now finished installing fourteen hundred thirty feet of eight inch water main that has been hydro and bacteria tested. Mr. Esposito stated that DPW crews have finished installing the five street connections, with the exception of the one on Mapleshade Avenue, which will be done next year when the new main is installed. In addition, Mr. Esposito stated that DPW crews have installed fourteen water services but there are still eleven more water services to be connected.

**LOAMING AND SEEDING IN TOWN:** Mr. Esposito stated DPW crews will be putting down loam in areas around Town but seeding will not be done until the fall when weather conditions improve.

**UTILITY MARK OUTS:** Mr. Esposito stated that Mr. Tom Pope and the DPW crews were all caught up with performing utility mark outs. However several more new mark outs have been submitted from Columbia Gas and will need to be completed. Mr. Peirent stated that Columbia Gas is currently working on replacing the gas main on Mapleshade Avenue and two of the adjoining streets. Mr. Esposito concurred and stated that the adjoining streets are Melody Lane to Fairview Street. A discussion followed regarding streets that Columbia Gas is currently working on or will be working on in Town.

**RAILTRAIL WASHOUT:** Mr. Esposito stated that DPW crews repaired the RailTrail today, August 10, 2016, after the washout that occurred recently.

**FIRE HYDRANT PAINTING/TESTING:** Mr. Esposito stated that the summer employees have done a good job painting all the fire hydrants in Town as well as painting sign posts. In addition, Mr. Esposito stated that the Fire Department has been out testing fire hydrants while DPW crews have been out repairing any issues that the Fire Department has found from those hydrants. Mr. Burack asked if flow testing was being done to the fire hydrants as well. Mr. Esposito stated that no flow testing is being done at this time. The Fire Department is simply ensuring that the caps to the fire hydrants come off properly and they are operating correctly.

**MANHOLES REPAIRS/CATCH BASIN REPAIRS/STREET SWEEPING:** Mr. Esposito stated that Mr. Steve Sevigne and DPW crews are doing a good job keeping up with patching potholes, paving and cleaning and repairing catch basins. Mr. Esposito stated that DPW crews are also working on getting caught up with street sweeping.

**TREE WORK:** Mr. Esposito stated that DPW crews are waiting for a rain day in order to finish the remaining tree work that needs to be completed.

**CROSSWALK PAINTING:** Mr. Esposito stated DPW crews have been painting all the crosswalks, including the ones near the schools in preparation for the new school year.

**FUTURE PROJECTS:** Mr. Esposito stated that DPW crews are going to continue with the water services on John Street as well as paving and loaming. Mr. Esposito stated that DPW crews will eventually be working on cleaning the culverts as they still continue to flow even though the summer has been dry.

Mr. Burack stated that the next meeting is scheduled for Wednesday, August 31, 2016 at 5:00 p.m. at 84 Somers Road, East Longmeadow, Mass.

**Mr. Wilson made a motion to adjourn the meeting at 5:40 p.m. Mr. Burack seconded the motion. There being no further discussion; the vote was taken and was unanimously affirmative.**