

**BOARD OF PUBLIC WORKS MEETING HELD: March 27, 2017**

LOCATION: 84 Somers Road, East Longmeadow, MA 01028

ATTENDANCE: D. Burack J. Maybury T. Wilson R. Peirent B. Fenney R. Esposito M. Warner S. Tancredi

Mr. Burack called the meeting to order at 5:04 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 3/13/17 MEETING: Mr. Maybury made a motion to approve the minutes of the meeting of March 13, 2017. Mr. Wilson 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 the Mapleshade Avenue Water Main Replacement Project will be going out to bid on March 28, 2017. Mr. Peirent stated that the deadline for bid submittals will be Wednesday, April 19, 2017 at 2:00 p.m. He also stated that last week the DPW crews finished the test borings on Mapleshade Avenue and hit ledge around ten feet near Elm Street toward the end of Mapleshade. Mr. Wilson asked if the ledge was hit near John Street in addition to near Elm Street. Mr. Peirent stated no and assured the Board of Public Works that the testing has shown no major problems that will prevent the project from moving forward.

**SOMERS ROAD LANDFILL CLOSURE UPDATE:** Mr. Peirent stated that Phase Two of the Somers Road Landfill Closure Project will start this upcoming season. He advised that Northern Tree Service has been on site clearing approximately two and half acres and will be back tomorrow, March 28, 2017 to chip up the debris and remove it from the area. The goal is to have the site prepped for late spring or early summer so that DPW crews can start working on Phase Two of the project.

**EMPLOYMENT OPPORTUNITIES AT THE DPW:** Mr. Peirent stated that the position of Pumping Station Operator is still open and has been posted externally on MassLive, the New England Chapter of the American Public Works Association and the New England Water Works Association. Mr. Peirent stated that although the position requires the candidate have all the necessary licenses there is one internal candidate who is willing to train for the position and attempt to obtain those licenses. He indicated that while he is pleased that this internal candidate has shown interest in the position, a review of external candidates will still have to be completed before making a final decision. In addition, Mr. Peirent stated that he, Mr. Esposito and Ms. Karin Decker, Director of Human Resources have interviewed three internal candidates for the open Foremen Position and a selection will be made by the end of the week.

**MASSDEP – DRINKING WATER PROGRAM:** Mr. Peirent stated that the deadline to submit the Disinfection By-Products Rule Operational Evaluation to MassDEP is Thursday, March 30, 2017. Mr. Peirent presented to the Board of Public Works and discussed in detail a series of graphs which show the result that came out of that evaluation. Mr. Peirent advised that in late 2016, the Springfield Water and Sewer Commission in order to ensure that the water supply was protected from bacteria and coliform issues made the decision to increase the chlorine and disinfectant levels at its treatment facility.

Mr. Peirent stated that the blue line on the first graph shows the chlorine and disinfectant levels that the Town receives from the City of Springfield, while the red line on the graph shows the residual levels of chlorine at the Town's sixteen pumping station locations. Mr. Peirent stated that the pumping stations are tested every month in order to ensure that the residual chlorine levels are being properly maintained. Mr. Wilson asked if any additional chlorine is added to the pumping stations when levels get too low. Mr. Peirent stated yes and that the red line on the second graph shows historical levels of chlorine that have been added to the Chestnut Street Pumping Station, noting that it has decreased over recent years. Mr. Peirent stated that the third and fourth graphs show how Total Trihalomethanes (TTHMs), which is a disinfection by-product, responds to the levels of chlorine at the Harkness Avenue and Ainslie Pumping Stations. As the chlorine levels increase so do the TTHM levels and as the chlorine levels decrease so do the TTHM levels. Mr. Peirent stated that due to the Ainslie Pumping Station's remote location it has the highest TTHM levels recorded in Town.

A discussion followed regarding the data presented on the first four graphs. Mr. Peirent assured the Board of Public Works that the levels of chlorine are well within Federal Standards at this time. In addition, Mr. Peirent presented to the Board of Public Works and discussed in detail two graphs generated by the Springfield Water and Sewer Commission that will be added to the Disinfection By-Products Rule Operational Evaluation Report for submission to the State.

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

**ENERGY EFFICIENCY PROJECTS:** Mr. Fenney presented to the Board of Public Works a spreadsheet detailing the Energy Efficiency Projects that have been completed throughout the Town. Mr. Fenney stated that the spreadsheet list all the projects that have been completed over the past seven years. The annual savings for those projects have totaled approximately \$116,391.98. After some discussion, Mr. Fenney inquired if the Board of Public Works had any further questions. The Board Members stated not at this time.

**FIELD MAINTENANCE UPDATE:** Mr. Fenney stated that DPW crews have been unable to continue maintenance on the fields due to recent weather conditions. Mr. Fenney stated that the goal will be for DPW crews to go back out and onto the fields sometime this week in order to complete any further maintenance. Mr. Fenney stated that he is hopeful that the weather conditions will start to cooperate soon.

**RENOVATIONS AT THE TOWN HALL:** Mr. Fenney stated that the rough framing in the Health Department's Office is almost completed. The sheet rock installation and taping should start this week on Wednesday, March 29, 2017. Mr. Fenney stated that the Health Department Office should be completed by the end of next week.

**TOWN HALL SPRINKLER SYSTEM:** Mr. Fenney stated that K & M Fire Protection Services, Inc. began the Town Hall Sprinkler System Project last Wednesday, March 22, 2017. K & M Fire Protection Services has completed work in the new Benefit Manager's Office, the Conference Room and the Town Manager's Office. Mr. Fenney stated that rough piping has been installed in the Main Town Hall Office Space and should be completed by Wednesday, March 29, 2017. A representative from K & M Fire Protection

Services has been coming in early every day at 4:00 a.m. in order to work in areas such as the Assessor Office and other offices that are difficult to work in during the day. Mr. Fenney stated that the Town Hall Sprinkler System Project is on schedule.

**VEHICLE MAINTENANCE UPDATE:** Mr. Fenney stated that he has received final approval from the insurance company to get Truck #28 repaired. Mr. Fenney stated that Truck #28 is currently at Ferrara Spring Works. It will be picked up and sent to a frame shop tomorrow, March 28, 2017. In addition, Mr. Fenney stated that after the frame work is finished, the truck will be sent to Bart Truck Equipment LLC for a new lift gate. Mr. Fenney stated that the repair work will total approximately \$6,400 and he assured the Board of Public Works that Truck #28 will be operational in the next couple of weeks.

**NEW BUILDING INSPECTOR:** Mr. Peirent noted that Mr. Kevin Duquette has been hired for the Building Inspector Position and is from the City of Springfield. Mr. Peirent stated that both the Planning and the Building Departments' administrative staff have been consolidated into one area so that both can share resources. Mr. Peirent stated that the Building Department's Administrative staff has been moved upstairs to the Planning Office and will be crossed trained along with the Planning Department's staff to handle both departments. Mr. Peirent stated that Mr. Duquette is settling into his new office downstairs.

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

**WINTER STORM REPAIRS:** Mr. Esposito stated the Town is still recovering from the snowstorm that occurred Tuesday, March 14, 2017. Mr. Esposito stated that DPW crews have been fixing mailboxes around Town as well as repairing any plows or chains that were damaged during the snowstorm. In addition, Mr. Esposito stated that with the snow melted, DPW crews have started cleaning up berm and raking up plow damage.

**FILMING SEWER DRAINS:** Mr. Esposito stated that DPW crews are continuing to film and jet sewer lines and storm drains in Town, especially on any streets that are scheduled to be worked on or paved in the near future.

**CMMS UPDATE:** Mr. Esposito stated that he and the DPW crews are continuing to collect additional data for Mr. Warner to upload on the new Computerized Maintenance Management System. Mr. Esposito stated that Mr. Pope is comfortable using the new work order system and is currently using a tablet. In addition, Mr. Esposito stated that as soon as the new Foremen starts, he and the rest of the Foremen will be receiving their tablets.

**CATCH BASIN/POTHOLE REPAIRS:** Mr. Esposito stated that DPW crews are continuing to clean and repair catch basins. Mr. Esposito stated that with hot mix now available DPW crews are also repairing and filling any potholes created by the winter season.

### **PW ASSET/CMMS REPORT**

Mr. Warner stated that the new work order system is up and running. He stated that currently he is serving as an Administrator for the Computerized Maintenance Management System. Mr. Warner advised that Mr. Pope and Mrs. Abad, an office staff member, submit the work orders to Mr. Esposito who then delegates the work to DPW crews. Mr. Warner presented to the Board of Public Works a report showing the DPW Work Order Statistics, which demonstrates the progress that the new system has made in the last month and a half. He stated that one hundred eighty-eight work orders have been created and approximately eighty-eight of them have been completed. Mr. Peirent stated that this is the time of year when more work orders are being generated than can be finished depending upon what needs to be completed. In addition, Mr. Warner went on to present to the Board of Public Works snapshots from the new work order systems' mobile device and stated that the images will also look similar on a tablet device. A discussion followed on the new work order system and how it functions on the devices. Mr. Warner assured the Board of Public Works that the new work system has been functioning well as it is being gradually implemented.

### **OTHER BUSINESS**

Mr. Maybury noted that the snowstorm on March 14, 2017, was one of the most difficult snowstorms seen over the last few years. Mr. Maybury stated that he has been doing his best to discourage any negative comments generated against the DPW as he is of the opinion that DPW crews did an excellent job in handling the snowstorm given when the storm came in and how the snow piled up.

Mr. Burack stated that the next meeting is scheduled for Monday, April 10, 2017 at 5:00 p.m. at 84 Somers Road, East Longmeadow, Mass.

**Mr. Maybury made a motion to adjourn the meeting at 5:53 p.m. Mr. Wilson seconded the motion, there being no further discussion; the vote was taken and was unanimously affirmative.**