

BOARD OF PUBLIC WORKS MEETING HELD: November 1, 2022

LOCATION: 84 Somers Road, East Longmeadow, MA 01028

ATTENDANCE: P. Abair, M. Lynch, B. Fenney, F. Vachon, D. Keane, R. Roy and B. Taddia

ABSENT: T. O'Brien

P. Abair called the meeting to order at 4:08 pm and asked if anyone is recording the meeting other than the webinar. B. Taddia commented yes, for the DPW minutes.

Review/Approve Minutes from 08/16/2022 and 02/15/2022 meetings: **P. Abair** entertained a motion to approve the meeting minutes dated August 16, 2022; **M. Lynch** made a motion to approve the minutes. **P. Abair** seconded the motion. The vote was taken and was unanimously affirmative. The meeting notes from 02/15/22 will be tabled until the next meeting until the Board can find out how the minutes can be approved seeing there was only one Board member present who was at that meeting to approve the minutes. **M. Lynch** made a motion to table the February 15, 2022 meeting minutes; **P. Abair** seconded the motion. The vote was taken and was unanimously affirmative.

SUPERINTENDENT REPORT:

Staffing Updates:

New Hires

- Rob Roy, Building Facilities Manager 08/29
- Lukas Baudin, Skilled Laborer 09/06
- Nicholas Pepper, Pump Station Operator 09/12
- Theresa Presta, Payroll/AP Associate 09/12
- Alex Caldwell, Laborer 10/11
- Craig Carabetta, Laborer 10/11
- Derek Moran, Laborer 10/11
- Kyle Foley, Laborer 10/31
- Mark Berman, Deputy Superintendent starting 11/28

Promotions

- Walter Swan, Equipment Operator 09/19
- Anthony McAuliffe, Stormwater Foreman 10/31

Resignations

- Enrique Rosado, Equipment Operator 09/02
- Patrick Wright, Skilled Laborer 09/07
- Josh Crochetiere, Stormwater Foreman 09/09

Open Positions

- 2 Skilled Workers
- 1 Equipment Operator
- 2 Mechanics

COMMENTS:

P. Abair: Make note that Longmeadow has 3-4 professional engineers and East Longmeadow only has one. **B. Fenney:** The Laborer positions are new; sat with union to get bodies in here; this position will allow employees to have a promotional step; they can work on their CDL and get promoted to Skilled Laborer position; we keep one skilled worker position open for promotional purposes and or if a demotion is necessary for disciplinary action as well. In the last 10 months we had approx. 11 positions open; we were down 5 people out of 44 for the summer; 3 summer positions **Abair:** We are always short 5% of our manpower need. **D. Keane:** I have enough staff to fill every truck; every plow route is filled; there is no staff for spares. **P. Abair:** Overall, we need to think about a contingency plan. **B. Fenney:** We have equipment operators who are mechanically inclined; they help for services and oil changes. **P. Abair:** When I hear the number of people we are bringing in, we are losing experienced knowledgeable people; there is a training timeframe involved with every position. **B. Fenney:** D&P Morais is doing a great job with the Parker Street project; 3/4 completed and wrapping up project by weeks end; completed 4500 feet of sidewalk in 4 weeks time; crosswalk will be put in at Bent Tree Dr. with an RFB; this was the best location to get across the street; we did the crossing based on line of sight; this is a high speed area. **P. Abair:** I have some concerns about having a crosswalk on Parker St; as long as we are taking precautions with

the sidewalk; it's the best we can do at this point

FY24 "DRAFT" Capital Budget:

Building Maintenance

1. Town Hall – Trailer Mount Generator (150 KW): **\$114,425**
2. Police – New Generator (60 KW): **\$58,95002/15/2022**
3. Fire – New Fire Sprinkler System Piping: **\$264,815**

Total: \$438,190

COMMENTS:

B. Fenney: Applied for another BRIC grant again. **P. Abair:** The Police Station should come first before Town Hall; Mary and Town Council is looking for office space **B. Fenney:** Will reverse; Police is more essential because of public safety. **P. Abair:** Fire station wasn't approved last year; why did we put Town Hall roofing first; is the roofing getting bad? **B. Fenney:** The roofing needs to be addressed. The Fire sprinkler system at the police station continues to spring leaks on a yearly basis and deteriorating badly. **B. Fenney:** There are no leaks at Town hall; warranty is expired.

Highway

1. Road Improvements/Paving: **\$600,000**
2. Fire Station – Repave Parking Lot: **\$130,425**

Total: \$730,425

COMMENTS: B. Fenney: Chapter 90 is approx. 690K per year; we are 18 million behind based on estimates per our pavement management system; as of 2023 our funding summary PCI is 67; two years ago we asked for \$600K and they gave us \$1.2 mil based on the need **M. Lynch:** The investment at our request for funding this with Town funds is important, whether it is at this level or a higher level. **B. Fenney:** We are looking for the supplemental monies to help offset some of our main roadways; we would like to get into the secondary roadways as well because we do have a lot of residents that call; we hear them; it doesn't come down to just paving the road, we have to look at the infrastructure under the road and then pave afterward; we are trying to get creative and come up with different ways to supplement Chpt 90. **M. Lynch:** Daylight savings is coming up and it will be darker; when do we plan to line paint the roads?; some of the roads have a good margin on the side, do we have any intention on adding bike symbols and clarifying those as bike lanes? **B. Fenney:** We did the main widths on Maple St to accommodate 11' lanes; we submitted to our Complete Streets rep in order to get the bike lane take care of in that program and it got denied; we made that wide shoulder so we can add the bikes; it is there we just need to add the bike symbols; we missed the window for the traffic line painting because of the shift in our department; we will use operational monies \$30-\$35K to complete line striping in the Spring when our new Deputy Superintendent gets onboard. The Fire Station parking lot is built on a landfill and that's why it is poor shape; we will mill in place and compact the existing materials hopefully giving some life to the parking lot; there are monitoring wells; this is becoming a safety concern;

Equipment

1. Ford #45 F350 Pick up (1999) replace with Ford F350 Crew Cab: **\$77,169**
2. Loader #8 John Deer (1997) replace with Volvo L70: **\$263,420**
3. Pickup Truck #59 Ford F250 (1999) replace with Ford F450: **\$93,909**
4. Dump Truck #71 Chevy Dump (2003) Replace with 6 Wheel Mack Dump Truck: **\$319,855**

Total: \$754,353

COMMENTS:

D. Keane: Three vehicles have been approved to purchase but have not been ordered yet; Ford stopped building super duties; I would like to stick with Ford seeing our whole fleet is Ford; reached out to Marcott this morning; building maintenance is using one of our vehicles to supplement the issue with their vehicle. New truck#45 will be a used to plow; truck#59 is for road service; new truck#71 will be a sander; we convert all dump trucks to macks; we have 9 sanders; 2 sanders for each route. **M. Lynch:** Can we get a discount for ordering 2 volvo's at the same time? **D. Keane:** Will ask

Water

- 1. Chestnut Pump Station Upgrade + Generator & Transfer Switch: **\$2,398,000**
- 2. Meter and Module Upgrades: **\$140,000**
- 3. LCRR Service Line Inventory Plan mandated by EPA: **\$161,700**

Total: \$2,699,700

COMMENTS:

B. Fenney: Since we received the lead and copper revision rule, as we are changing out meters our water staff is looking at services running in the home to identify the material used and make notes based on the visual inspection; will meet with ELCAT to put educational information out regarding lead and cooper revision.

F. Vachon: We will create one LCRR database. **B. Fenney:** LCRR: We have to apply for the DPSRF reimbursable loan; Tighe & Bond will assist with application; our own staff complies with service connections mandate and we hire a third party as well. **P. Abair:** It seems that it would be a lot simpler if we can review building plans and make an assumption based on the whole project. **F. Vachon:** There is no assuming it has to be factual.

Sewer

- 1. Porter Road Flow Metering Project: **\$102,800**
- 2. Dawes & Lynwood Pump Replacement: **\$82,000**

Total: \$184,800

COMMENTS:

M. Lynch: Take a moment to think of family of Michael Wilson who passed away.

Stormwater

- 1. Wetstone Dam Maintenance– Short Range: **\$227,950**
- 2. Municipal Drainage Retrofits MS4: **\$200,000**
- 3. Truck#69 (1996) Ford L8000 replace with 2023 Mack MD6 42R Catch Basin Cleaner: **\$344,496**

Total: \$772,446

COMMENTS:

P. Abair: Can we get a loaner for the clam truck? Would like to pursue a smaller vehicle; and reach out to other Towns to see if we can use theirs as a loaner on off days **B. Fenney:** We tried to do this in the past and work with another community; the problem is lining up the needs and availability of the vehicles. **M. Lynch:** If you truly have a need for this vehicle stick with that; if funding is not allocated then you have another option.

Landfills

1. Allen Street Landfill Closure: **\$200,000**

COMMENTS: B. Fenney: Town has not purchased the landfill; we are holding tar from Maple St. at the transfer station.

BUILDING FACILITIES:

Birchland Park: Heating systems have been serviced; changed out a RTU coil with County Wide Services in October; emergency Roof Repair over the walk-ins; leak was sealed. **High School:** Heating systems have been serviced. Getting Johnson Controls to help with calibrating T stats; goal to get controls in auto to run more efficiently. **Maple Shade:** Heating systems have been serviced. The installation of a de-humidifier in the closet by room #16 is completed. This includes power and ventilation. **Meadow Brook:** Heating systems have been serviced. Installing a shaft in one of air handling units. **Mountain View:** Heating systems have been serviced. Serviced the RTU on the modular as well; replaced the combustion chamber because of high readings and was not handling properly. **Police Station:** Working with the new lieutenant for his office space; we can paint when they are ready. **Fire Station:** Replaced a HVAC RTU for the building; had to hoist up a new one. **Little Red School House:** Replaced the toilet due to a cracked tank. **Town Hall:** Replaced damaged door glass and fixed the Clerk Office HVAC unit. **Capital Projects:** Meadow Brook parking lot light project complete and within budget. High School: Switchgear is arriving and plan on installation for next year; moving along with skylights for roof in the freshman wing.

WATER & SEWER ADMINISTRATOR REPORT:

Vineland Pump Service: Replacement parts were ordered in early March 2022 and are scheduled to be delivered in mid to late November. We have a contractor we use for our regular pump repairs that will be servicing the pumps one at a time. **Vineland Sewage Grinder:** The new unit was ordered in August and we have yet to receive word on a delivery date. **Wastewater Communications and PLC Upgrades:** Engineering contract with Tighe & Bond and construction contract was recently awarded to Industrial Technical Services. **North Main Street Wastewater Metering Project:** Contractor still needs to install the electronics portion of this project and repave the trenches in North Main Street. Waiting for the gas company to complete their work in the area of North Main before we can pave the street. **Sewer System Evaluation Survey (SSES):** This is an I & I project to search for Infiltration & Intrusion in the Lynwood and Orchard pump station sewer shed areas. Contract is with Tighe & Bond. **Water Meter and Modules:** Placed and order for \$120,000 worth of new water meters, modules and associated parts. **Pump Station PLC upgrades at Fiber Optic Stations:** In the process of signing a contract with Tighe & Bond for this project. Bid will be posted for a contractor to perform the work.

COMMENTS:

P. Abair: We should review all the capital projects and give Felix a hand; there are a lot of inspections and there is a lot of administrative work; it's going to get worse as time spreads out **M. Lynch:** Inventory the 700 service lines, 10 lines a day to meet that need; from internal staffing or external project to hire someone to assist.

HIGHWAY & UTILITY MANAGER REPORT:

Parks: leave pickup **Water:** used highway and construction staff for dig safes **Highway:** working on potholes, catch basin cleaning & repairs, street sweeping, crew checking plows and sanders. Salt has been ordered; shed should be full by Thursday; ready to go for the first snowfall. **Plow training:** All staff will train on the new vac truck on Wednesday; 2 day extensive training. All new staff will be putting plows on their vehicles as a dry run and will drive through their plow routes getting familiar with their plow routes and neighborhoods; Shop

Foreman, Jonathan Barrows is above and beyond helpful in the shop; he is mechanical and jumps in to help the guys whenever possible. We are ready for winter.

OTHER BUSINESS:

M. Lynch: Rural lane has a couple speed bumps; resident wanted to know how do they go about that if they have concerns on their street. There are some traffic lights at intersections that have solar on top, would we consider solar? During paving projects, they leave clumps of pavement; you can feel it when you drive over it; can we reach out to the vendor and have them removed; we expect a certain quality that should be part of a common project. Looked at the speed limit posting on Maple St.; starting at the HS parking lot is 25mph; then another sign at Edmund St. heading towards the rotary is 25mph; directly on the opposite side of the street near Edmund St heading toward the HS it is 35mph; 10 mph speed difference on the opposite side of the road seems odd; do we need to make a change there? Please respond via email. **B. Fenney:** All our street lights are LED; we did that conversion a few years ago. **D. Keane:** the pavement clumps are emulsion buildup; liquid asphalt from the truck tires; sticks to the tire then sticks to the road.

SCHEDULE NEXT MEETING: **B. Fenney** will send an email invite for Tuesday, November 15th for the next meeting and will have it posted to the town website.

P. Abair entertained a motion to adjourn the meeting at 5:52pm; M. Lynch made a motion to close the meeting; P. Abair seconded the motion; there being no further discussion the vote was taken and was unanimously affirmative.