

**BOARD OF PUBLIC WORKS MEETING HELD: January 16, 2019**

LOCATION: 84 Somers Road, East Longmeadow, MA 01028

**ATTENDANCE:** T. O' Brien, P. Abair, W. Gelinias, B. Fenney, R. Esposito, J. Dunn, F. Vachon and R. Taddia

T. O' Brien called the meeting to order at 4:00 p.m.; T. O'Brien asked if anyone other than ELCAT was recording minutes. R. Taddia stated yes for the DPW department minutes.

**BOARD ORGANIZATION:**

**REVIEW/APPROVE MINUTES OF 12/10/2018 MEETING: Mr. O' Brien made a motion to approve the minutes of the meeting of October 16, 2018 P. Abair made a motion to approve the minutes; W. Gelinias seconded the motion. The vote was taken and was unanimously affirmative.**

**PROPOSED FY20 OPERATIONAL BUDGET:** All parties reviewed and approved the proposed FY20 Operational Budget; overall the budget would increase 1.5% for all divisions; and with Storm Water 5.2%; **P. Abair** requested a list all of our DEP reporting requirements with results and costs; He would like to contact our legislature and inquire about spreading out the timeframe for reports especially when we are meeting requirements year over year.

**T. O'Brien entertained a motion to approve the Proposed FY20 Operational Budget; P. Abair made a motion to approve the proposed FY20 Operational Budget; W. Gelinias seconded the motion. The vote was taken and was unanimously affirmative.**

**SUPERINTENDENT REPORT: B. Fenney updates:** One open position remaining under highway. New skilled laborers: Tanner Otto, Alex Fradette, Joshua Fois, and Matthew Obrzut. Vehicle upate: Fleet# 28 – 2019 Ford F550 with stainless steel lift gate and plow; Fleet# 42 – 2017 Ford F450 with crane to be delivered on January 17, 2019. DPW is part of a MA higher educational consortium (state bid with Hampden Zimmerman and other vendors) net cost this year is \$137,202 on supplies; estimated gross value was \$224,330 with a cost avoidance/savings \$87,128 (electrical and cleaning supplies)

**RE: North Main St** – we started the process to redo the street through the DOT; We just adopted the Complete Streets with the town Council's approval; T. Christensen presented the Complete Streets; next phase is to improve the need for that infrastructure improvement. **RE: Bylaw Committee** – B. Fenney stated that he presented all the information about the Enterprise Fund; Committee tabled the discussion until next meeting.

**DEPUTY SUPERINTENDENT REPORT:** N/A

**WATER & SEWER ADMINISTRATOR REPORT: F. Vachon** updates: Clear Water Disconnect Program; we identified 212 illegal sources which has been determined through the years through Infiltration and Inflow (II) and smoke testing, house inspections, and at the time of changing water meters. Options to correct the issue would be a curtain drain, sump pump (relocating water to a different location on the property) or drywell. This would include sump pumps, floor drains, down liters, and drains in driveways. We plan to educate our offenders, post information on our website and ELCAT message board.

**BUILDING FACILITIES MANAGER REPORT: J. Dunn** updates: **Town Hall:** Started final stage renovations: Break room and remodeling a single use bathroom. Have been maintaining heating issues throughout the schools; **High School:** circulation pump for the pool has been replaced which is located under and behind the pool; the sump pump in the same location failed and needs to be replaced; maintaining small pumps, thermostats, uninvent motors and diaphragm pumps. **Meadow Brook:** Four original modulars at the back of the building need to be replaced; we will replace with permanent modulars with a basement; Soil testing in that area will be completed on Monday, January 21, 2019. Working on a roof replacement project (MSBA) which is half funded by the state. **Mapleshade:** Working on project to replace steam lines in the tunnels. Pipes will be checked for asbestos and will be abated. **B. Fenney:** Steffian Bradley Architects who we acquired from the design of selection committee process is working on the modular and steam line projects. **Moutainview:** small glitches in the automation but overall no other concerns. **B. Fenney:** Our preventative maintenance program has a lot to say for itself, Joe and I have been doing this a long time. **Pine Knoll:** Shut down for the winter; working on a process to get the Rec department to reside there permanently; logistically we need to get fiber there at that location to improve communications. **Police Station:** Built a wall for a secure evidence room downstairs with shelving; replaced furnace in July. **Pump Station:** Received approval from DPU to get gas on Allen Street.

**HIGHWAY & UTILITY MANAGER REPORT: R. Esposito** updates: Roy Esposito stated that after 46 years of dedicated services that he will be retiring on March 15, 2019; He stated that he would be willing to work on a consulting basis as needed. **B. Fenney:** Interviewed a candidate for Roy's position and will be making a decision within the next few days; the new employee will spend the remaining time with Roy to go over his job duties and Roy can share his many years of experience. **R. Esposito:** With lack of snow, Highway is currently working of brush, tree removal and trimming. Working on clearing water/sewer drain easements; working on sewer and drain manhole inspections and maintenance including GIS surveys for storm catch basins, manholes and sewers; inputting information into our system. Preparing for upcoming snow events and will utilize training new employees (re: plowing and salt & sanding); Cleaning up the transfer station. Through a grant we received a new mattress dumpster. No water breaks to report. Maintaining and patching several high usage roads including potholes.

**OTHER BUSINESSES:** N/A

**SCHEDULE NEXT MEETING:**

The next meeting will be in February. B. Fenney will email the attendees with proposed dates.

**P. Abair made a motion to adjourn the meeting at 5:55pm; W. Gelinis seconded the motion, there being no further discussion; the vote was taken and was unanimously affirmative.**