

**BOARD OF PUBLIC WORKS MEETING HELD: March 10, 2020**

LOCATION: 84 Somers Road, East Longmeadow, MA 01028

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

W. Gelinias called the meeting to order 4:05pm and asked if anyone other than ELCAT was recording minutes; R. Taddia stated yes (DPW minutes)

**REVIEW/APPROVE MINUTES OF 02/25/2020 MEETING: W. Gelinias entertained a motion to approve the meeting minutes dated February 25, 2020; P. Abair made a motion to approve the meeting minutes; T. Obrien seconded the motion. The vote was taken and was unanimously affirmative.**

**SUPERINTENDENT REPORT: B. Fenney** updates: Joseph Magnani will start working for the DPW as a skilled laborer in our parks division starting 03/16/2020. Our GIS system does not automatically calculate imperious surfaces on an annual basis. **Waste Management:** Health department is working on a bid for new disposal contract which is due to expire in August this year. **Markouts:** correction from the last meeting, we are in fact charging for mark outs. **Capital Improvements:** we received our new Stormwater Ford F350 on February 28, 2020 which will be used for our Stormwater department.

**Proposed FY21 Rates & Fees:** B. Fenney reviewed the proposed packet with the board with updates from the last meeting:

Water & Sewer rate comparison

Water Rates: recommend \$.10 increase (\$3.50 to \$3.60 per 100 CF)

Sewer Rates: recommend \$.20 increase (\$3.50 to \$3.70 per 100 CF)

Stormwater Rates: several increases and additional flat fees; no increase for residential

Water Services Fees: no change

Sanitary Sewer Services Fees: added several camera of sewer system fees: 1. < 500 LF 2. >500 LF)

Stormwater Services Fees: new

Other Services Fees: no change

Life Cycle Maintenance Fees: no change

Transfer Station Fees: no change

**B. Fenney:** Working on annual statistical reporting and our average yearly consumption of water has gone down 75 gallons per household in 2019. Recommended bonding all of our capital project submissions this year to keep our reserves up. Budget amount for waste management increased but no changes to our Transfer Station fees. Kane metal is revenue for the Town. We need to get a screener in place to make our own materials to offset our dump fees.

**Board Comments:** We need to watch the number of gallons of water (volume) being used as it may decrease our revenue which may create a variance; also watch on total population number in the 3<sup>rd</sup> year. Would like to see what other towns are charging for markouts; Are we in line with other towns? Is our Eversource markout contract an open agreement? (Sunset/addendum?) Now is the time to move forward with getting capital plans approved as interest rates are very low; and now is a good time to borrow \$\$\$ Would like to see the revenue from our kane metal tonnage. Town Council may need to look at other options for residents to dispose trash. Board agrees to move forward with B. Fenney's recommendation to increase water rate .10 cents and sewer .20 cents along with all other changes in the Proposed FY21 Rates and Fees.

**REVIEW/APPROVE Proposed FY21 Rates & Fees: W. Gelinas entertained a motion to approve the FY21 Rates & Fees; P. Abair made a motion to approve Proposed FY21 Rates & Fees; T. O'Brien seconded the motion. The vote was taken and was unanimously affirmative.**

**DEPUTY SUPERINTENDENT REPORT:** T. Christensen updates: Paving bid is being finalized in early April and work will start in the end of April; we have 1.5 million worth of work planned; Somers Road landfill will be completed in a couple of weeks and will then complete a final report, as billed survey and certification for the closure. Had a meeting with DEP and will be working on Allen St. landfill next; start sampling gas and water quality monitoring in the spring; this will be a 5 year closure. Finalizing complete street prioritization plan which includes sidewalks, traffic improvements, signage and intersection improvements and safety concerns; program totaling 400k

**WATER & SEWER ADMINISTRATOR REPORT:** F. Vachon updates: Completed the water main at Meadowbrook School; currently in testing phase; starting sewer line soon. Working with Tighe & Bond on the Sewer and Stormwater Asset Management Plan. Getting ready to start the water tower painting project; contractor will be mobilizing in the next couple weeks; Verizon not being cooperative and currently they are scrambling to remove their infrastructure; town gave 90 day notice.

**BUILDING FACILITIES MANAGER REPORT:** J. Dunn updates: Meadowbrook floor was poured and complete with 7 day cure; working on roof drains; water and roof deck is complete.

**HIGHWAY & UTILITY MANAGER REPORT:** D. Keane updates: 2 crews out cleaning-up plow damage; loam and seeding. **Parks:** painting fields and setting up nets. Crew working on transfer station closure; crew completing water department project. Removing sanders from 5 vehicles; will be ready for summer work mid-April. Working on storm drains and sweeping; catch basin are a continuous work in progress throughout the year. **B. Fenney:** Stormwater foreman is investigating all of our streets to be paved; checking and cleaning structures, drainage, and utilizing our camera rover before starting dry weather screening/sampling.

**OTHER BUSINESSES:** N/A

**SCHEDULE NEXT MEETING:** B. Fenney will send email invites for the next meeting and will have it posted to the town website.

**W. Gelinas entertained a motion to adjourn the meeting at 4:55pm; P. Abair made a motion to adjourn the meeting; T. O'Brien seconded the motion, there being no further discussion; the vote was taken and was unanimously affirmative.0**