

BOARD OF PUBLIC WORKS MEETING HELD: September 29, 2020

LOCATION: Webinar

ATTENDANCE: W. Gelinas, P. Abair, T. O'Brien, B. Fenney, T. Christensen, J. Dunn, F. Vachon, D. Keane, Paul Vessel (Real Term Energy) and R. Taddia

W. Gelinas called the meeting to order at 4:08pm and asked if anyone is recording the meeting other than the webinar: **None**

REVIEW/APPROVE MINUTES OF 08/18/2020 MEETING: W. Gelinas entertained a motion to approve the meeting minutes dated August 18, 2020; T. O'Brien made a motion to approve the meeting minutes; P. Abair seconded the motion. The vote was taken and was unanimously affirmative.

SUPERINTENDENT REPORT: B. Fenney updates: Staff update: We have one Skilled Worker position open and interviews will take place next week; and one Foreman position open and final interviews will take place on Thursday this week. **FY 22 Capital Planning:** started preparations; draft plan to the board for the next meeting.

Transfer Station Enterprise Fund Proposal: Board was given expense vs. revenue spreadsheet to review before the meeting; transfer station stickers may need to be increased \$25.00; we have a big tub grinder and screener; not sure if were ready for an enterprise fund; average year total revenue is \$6,118; transfer station sticker would need to be increased \$25; we could generate revenue from loam, compost and wood chips; McNamara waste management started in Sept and taking care of our dumpsters; with the large pile of compost and chips we can try to generate revenue as a trial period; residents only can purchase compost and loam @ \$20 per truckload and woodchips for \$10.00 per truckload; will reach out to the Board of Health and see what we can do for the remaining fiscal year with generating revenue. Info for the board from other business practices at transfer stations: Longmeadow \$45, Wilbraham \$120 with 2nd sticker for \$20, Hamden \$40 with 2nd sticker for \$20, W. Springfield curbside pickup only \$75 Agawam, Holyoke n/a and Monson n/a, Monson unknown.

Board Comments: W. Gelinas: I'd rather see a smaller increase in the dump sticker and higher fees for disposal of items and truck loads of trash **P. Abair:** I don't think we should increase stickers 50%; we should have some type of a scale for home owners with truckloads; we should delay setting this up as an enterprise fund at this point. **T. Obrien:** must come with caveats, there needs to be a limit to the amount of dumping; if monitored you'll find that 5-10% is done by individuals and the remaining by businesses.

Mass DOT Shared Streets Program: B. Fenney: We received a grant for \$117,573.50; Planning dept. made DPW aware of this program; we are incorporating a sidewalk from the bike trail to Maple Ct; walkway must be on public land; there will be a sign posted 10 miles per hour; street will remain a 2 way street; we have permission from all business' abutting this area to install the sidewalk; chicane barriers will be installed on Maple Ct to slow down traffic; this is to promote the community and local businesses to visit, eat and enjoy the outdoors; currently purchasing picnic tables, umbrellas and planters which will go in the Maple Ct. Parking area near Leahy Field for a short term period; DPW will maintain this area; equipment will dismantled mid-December; equipment can be utilized in other locations in town/Heritage Park; businesses will be painting murals; we will be sure that the traffic near Maple Ct is monitored and if anything needs to be modified with this program we will.

Board Comments: P. Abair: Concerns with proposal, safety, hazardous walkway, backup on Maple St during traffic times; creating a potential hazard; end up with a fatal accident; mothers pushing toddlers and strollers on two wheelers or tricycles in the middle of the roadway; who is responsible for the additional 5'; who is maintaining the picnic area, umbrellas, picnic tables; why didn't we put a walkway for the Shaker Rd businesses

near Leahy field; all business unload their trucks on the roadway **T. O'Brien:** Kudos to Bruce and Bethany; once this is implemented it will be a great asset for the town; anything we can do to spruce up the center is great **W. Gelinas:** people will have to use good judgment and common sense; you have to be observant as a parent; the roadway is being marked out for pedestrians; same risk as walking down a sidewalk, someone could jump the curb and hit you; there are risks to everything; if there are issues/complaints we can re-address; maybe we can expand that part of the road in the future; push back light poles and sidewalks

DEPUTY SUPERINTENDENT REPORT: T. Christensen updates:

Paving: Got an update from Finance about paving money; not going to be until October-November; we let contractors know that we will doing all of our paving in the Spring; depending on pricing we may have to re-bid.

MS4: Year 2 annual report was submitted for MS4 permit on Monday; street sweeping is going steady.

WATER & SEWER ADMINISTRATOR REPORT: F. Vachon updates: Disinfection by-products 3rd quarter results came back down with positive results; we are in a good range with our drinking water. We have seen a larger than normal increase of requests for deduct-irrigation meters at residential homes more than likely due to the dry summer and residents getting large water bills from watering their lawns; trying to keep up with that increase. Tighe & Bond sent out an award letter to the low bidder, "National Water Main" for the Manhole sealing project; we will be sealing the interiors of 25 manholes to prevent infiltration and inflow which is required by DEP on a yearly basis. We completed our annual water hydrant flushing program last week.

BUILDING FACILITIES MANAGER REPORT: J. Dunn updates: **Pine Knoll:** pool empty; still open for afterschool day care **Schools:** District wide we have 123 full time teachers, 106 full time students, and 20 part time students as needed for one on one attention; all schools are active and being used; teachers have the option to go into the classroom or teach from home.

HIGHWAY & UTILITY MANAGER REPORT: D. Keane updates: **Parks:** With schools opening we prepped fields for fall sports; maintaining mowing schedule; will do some aerating and fertilizing when sports slow down **Highway:** Planted 16 trees at Heritage Park; DPW and Rotary Club planted trees and plants around existing signs; **Water:** Continue with meter appointments, mark outs and dig safes. **Storm Water:** Moving forward with street cleaning; cleaning catch basins /and inspections. Using rover camera to check out falls and sewer issues. **COVID:** We continue to follow all the COVID regulations; Masks, temps taken daily, separate vehicles and split up lunches

Board Comments: P. Abair: How many catch basin tops have been rebuilt **D. Keane:** 15 (Tom C. will send the fiscal/ annual stormwater report that was submitted to the board)

OTHER BUSINESSES:

Paul Vessel with Real Time Energy presented to the board; the board was given a 1 page proposal. Municipalities are taking ownership of these strategic assets: streetlight network, smart lighting, Wi-Fi, cameras, 5G, small cell connectivity. Analysis based on bills: the biggest savings is the annual facility charges \$100K per year; delivery charges drop 44%; supply charges drop 62%; and maintenance costs; prior to upgrade you're paying \$157K per year and following the acquisition and upgrade goes down to \$393,563 with a savings of 75%; project payback is 2.8 years; adding smart controls adds approx. \$50K to overall project and pushes out payback to 3.3 years; most popular financing is tax exempt lease program; less than 30 days and costs less than 1K; first

payment after 12 months after you sign lease agreement; you would generate 7-8 months of savings before making the first payment. For LED fixtures we do competitive bidding for every project looking at life cycle savings, cost and photo metrics; select only US made manufacturers after GIS audit. Deploying smart controls at the onset will eliminate additional visits/charges at the pole; you would be getting rid of the photo cell and would eat that cost; we have quality control baked into this project; we will have an independent 3rd party completing quality control at the onset, 3 moments during, in the middle and at the end of the project catching problems; they will be checking to make sure luminaires are connected according to grid and manufacturer's specification and leveling LED lighting; we do a unique street by street photo metric design making sure you get optimal settings on lights and footprints; we will consult the dark sky consortium guidelines with you; we are happy to provide as many references as you like.

Paul V. take-aways: If there are any additional charges with Verizon owned poles other than the ones estimated in this project based on grid ownership; sending historical data on any additional infrastructure, upgrades or changes from the projects that we've done; how will lights be metered under smart controls; provide real data on numbers 6 & 7 of the proposal

Board and DPW Questions/answers by Paul:

Are you an energy provider? No, we are a municipal streetlight integrator

Are there limited options for smart controls, how smart can they be? Smart controls detect failures; sends signals over gateway; cellular connectivity is more economical; sends signal when lights are out or sick; program lighting levels; program and regulate light levels; National Grid must provide metered billing for all municipality's that have smart controls; overlay smart control; we offer maintenance managing platform; LEDS come with a 10 year warranty; Is there an attachment fee for National Grid?

How do they integrate the metering into the streetlights? I can connect you to our Engineer at a later time for details

Who does the maintenance? Is it offered through your company? We offer a central maintenance platform with a GIS based map which is entered by DPW then info is passed on to our service maintenance team who creates case#; platform allows reporting for tracking purposes; local contractor with bucket trucks will do exchanges; LED lights and photo cells are covered under warranty for 10 years but labor is not.

Maintenance cost in proposal \$13K is including labor? Yes that is estimated all in annual fee; fee based on over 350 municipalities over the past 8 years based over 300K lights

We can expect to pay 13K if we went with your maintenance plan? Yes or less

Can credits be applied down the road or are those monies taken into consideration as our loan repayment process? Maintenance costs are additional

What has been your experience with questions 6 and 7 with other towns in MA? Additional infrastructure is rare; I can send additional data in 24 hours.

Town takes ownership of fixtures from the power co. Does the power co. then charge us attachment fees for having these devices on their poles? All future fees are in the analysis with the new rate and municipal owned lighting under Energy and Cost Savings. If there is a breakdown in ownership of who owns the pole between grid and Verizon please send to us and we will determine if it affects any of the calculations. There are no additional costs other than what is outlined in analysis; all fees are built into the municipal rate structure.

When there are upgrades and poles are set that's another cost and we have to transfer to the new pole? If

there is a pole then yes.

What is the process for when a light is out, who does the resident call? Calls are going to municipality via the platform; DPW would do a couple clicks and we will handle it from there.

Who is in charge of dimming lights? The Police, DPW a combination? B. Fenney: Leaning toward a smart controls system to add cameras giving us a sense of security moving forward; these can be tied into the Optacon system for the Fire Dept. where the lights can turn red and light the way.

Will we be going through a cellular based system and is it part of the proposal? We haven't selected a specific smart control provider for the project; the industry has very quickly migrated from a gateway based network to cellular based network which is more reliable and economical; we are agnostic; we will choose what is most appropriate for your project; Verizon or Abiquiu.

What if the control fails what happens to the light? Managing team will be alerted and we will look into it immediately.

Thirteen thousand seems like an awful lot of money for annual maintenance on a brand new system at the start of their life cycle? All labor is guaranteed for the first year; failure rate is calculated at 6% over 10 years; our failure rate is .3 - .4%; numbers are based on real data and real failure rates and real labor costs in your area; we work on an open book basis; we charge for the contractor plus 20% for managing.

Who controls the GIS system? All of the data and information of the project becomes the ownership of the municipality; can be delivered in azure or excel format.

And if we decide down the road that we want to do our own maintenance? All the data will be transferred over to you but you wouldn't have the platform which is proprietary to the contract.

The software that runs the smart controller stays with the town regardless? Yes, if you're buying smart controls you own all of that equipment.

T. O'Brien: I deal with contractors all the time; make a few calls and get pricing on the lights and installation possibly managing our own smart lights **B. Fenney:** We have approx. 1,112 fixtures; met with National Grid and we can save \$25-30K by signing an agreement with them to upgrade our lighting to LED; however, it does not come with smart controls or cameras. **W. Gelinias:** I'd like to see the smart controls on our main corridors where there is police and fire. **P. Abair:** The safety issue of the town should not fall on the DPW but rather Town Council, Police and Fire departments; whoever controls the software platform controls the pricing.

SCHEDULE NEXT MEETING: B. Fenney will send email invites for Thursday, October 22, 2020; and will have it posted to the town website.

W. Gelinias entertained a motion to adjourn the meeting at 5:45pm; T. Obrien made a motion to adjourn the meeting; P. Abair seconded the motion, there being no further discussion; the vote was taken and was unanimously affirmative.