

BOARD OF PUBLIC WORKS MEETING HELD: October 22, 2020

LOCATION: Webinar

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

Absent: B. Taddia

P. Abair called the meeting to order at 4:10 pm and asked if anyone is recording the meeting other than the webinar: **None**

REVIEW/APPROVE MINUTES OF 09/29/2020 MEETING: P. Abair entertained a motion to approve the meeting minutes dated September 29, 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:** Jonathan Borrows has been hired for the open skilled worker position; Sergio Freitas has been hired as the new Highway Foreman. **Grants:** DPW has applied for DCR Urban and Community Forest Grant which include about 30 trees; DPW will also apply for a Building Resilience Infrastructure and Communities Grant for one generator at Town Hall and one at the Police department; grant due by 12/11/20.

Berkshire Design Group: B. Fenney working on a 2016 project with Donna Prather to do a full renovation of Heritage Park includes: basketball court, walking path, soccer fields, and community building with offices and bathrooms, dredging the ponds, stabilizing the banks. **B. Fenney** will keep the board up-to-date on progress and figures; preliminary estimate is approx. \$7 million; the park is underutilized especially now with COVID, outdoor space is vital and we should be utilizing the space; interest rates are low; our bond rate is a triple A; this brings challenges to DPW as we will need 2-3 employees there to maintain on a daily basis to keep it in pristine condition; will keep the board posted on the progress and will share documents from Berkshire Design.

Comments: T. O'Brien: This is a giant asset; not only is the park underutilized but it's almost detrimental the way it exists; it needs to be cleared, select trees; open up the whole thing; clean up the pond; in favor of soccer fields; we want to make it clean and safe and family friendly. **W. Gelinas:** Totally worth it; it is underutilized now; it has a lot of potential; a lot can be done with the pavilion to have birthday parties and events; can be a real shining star for the town if it is done correctly. **P. Abair:** In agreement with all; and would like to see the same initiative at center field with the same thoughts; add a playground; Heritage Park can definitely use sprucing up.

FY22 Capital Improvement Projects Draft

Building Maintenance

1. Town Hall Trailer Mount Generator (150KW) - **\$85,846**
2. COA Boiler Replacement - **\$132,715**
3. Town Hall ADA Elevator Bid Docs - **\$114,000**
4. Service Building HVAC upgrade - **\$88,054**

Comments: P. Abair: Elevator: Building is inadequate for space and would we spend 1 million dollars; COVID space requirements? **B. Fenney:** Elevator: We are not ADA compliant; space needs are adequate and everyone is comfortable right now; with people working remotely from home is the building adequate for the new way we are doing things? Shovel ready grant funding opportunities through Community Development Block Grant committee. **T. O'Brien:** Elevator: Town Hall is serving our needs; we either have to make it compliant or we move to another building. **Board members agree to move forward with all items.**

Highway

1. Sidewalk Fund - **\$150,000**
2. Fire Station Repave Parking Lot - **\$107,069**
3. Crack Sealing – Town Parking Lot - **\$82,500**

Comments: T. Christensen: Sidewalk: approx. ½ mile @ \$70 per foot; will cover Parker street so schools are connected; will have an internal master plan meeting; most of the sidewalks we have need to be replaced; with the lack of busing there are a lot of people walking to school and there are a lot of connections that need to be made. Tar sidewalks won't last as long; they are significantly cheaper and are a low cost solution. Crack Sealing: does not include Fire Station parking lot. **W. Gelinis:** Sidewalk: Every town that has a main thoroughfare and we should have a sidewalk; any roads leading into a school should be a priority; we can determine whether we go for concrete or asphalt and make an analysis **B. Fenney:** We have approx. \$53K in our sidewalk fund; **P. Abair:** Sidewalk: we should put an emphasis on anything within 2 miles from schools; sidewalks should be there for kids to walk without going into the roads especially main roads; any savings of doing tar driveways? **Board members agree to move forward with all items.**

Equipment

1. One Ton Dump Truck #3 F550 (2001) Replace Ford F550 - **\$82,510**
2. Flat Bed Truck #73 F800 (1999) Replace Ford F550 Flatbed - **\$88,048**
3. Van #47 Ford E350 (2001) Replace w/2020 Ford Transit Cargo Van - **\$45,228**
4. Backhoe #17 Volvo (2008) Replace w/John Deere 410L - **\$147,000**
5. Bobcat #109 185 (2006) Replace Bobcat T770 Compact Track Loader - **\$73,080**
6. Ford #45 F350 Pick Up (1999) Replace Ford F350 Crew Cab - **\$54,308**
7. One Ton Dump Truck #67 F550 (2001) Replace w/Ford F550 Dump Body - **\$82,510**

Comments: T. O'Brien: Back hoes are marginally obsolete; DPW would be better served with skid steers or mini excavators; more options for attachments and they will all cross over to either machine. **B. Fenney:** Our new mini excavator has been proven instrumental in so many different aspects of our everyday work; we paid \$71,567 for the mini excavators. Class A license is not a requirement of the job. We're starting catch basin repairs next week; back hoes are used on the side streets and the mini is used for main arteries because it is a low profile; can a Class B haul the backhoe with a smaller truck; having 2 back hoes is important specifically when we have a water main break; if a machine goes down we have one for backup **D. Keane:** Larger back hoe goes out daily; we use it for chipping at the transfer station and loading the tub grinder; for water calls and breaks because it's quick to get there for response time; we have a small amount of employees that hold those licenses to run that equipment and getting them there to do the job is very agile; we also use them for plowing. We have 4 employees with CDL that run the back hoe and 2 out of the 4 have a Class A; they all have to have a class B CDL license which is mandatory; minis are over 10K pounds; our trailer is not heavy enough to tow the excavator. A Class A or B is cumulative when hauling a lighter truck with 10K lbs. I will look into the vehicle weights so we have a better idea of what we can haul **W. Gelinis:** Let's get 2 mini excavators **T. O'Brien:** Look at the weight of what a mini weighs and if you can get under 10K lbs you get drive it with a Class B. **Board members agree to move forward with all items. Bruce will share any info due to the Board via email and the Board can discuss items at the next proposed meeting.**

Water Division

1. Replace Water Main – Cooley Avenue & Avery Street (2,260' of 8" pipe) - **\$658,499**
2. Ford F350 #11 w/Utility Body (2008) Replace w/Ford F350 Utility Body - **\$67,866**

Comments: F. Vachon: Water work projects are for Cooley Avenue, Avery St; we have to do tests for Wendover before we can start that job; COVID set us back; we need test pits and a good plan in place to dig up the road **P. Abair:** please mark if the streets are funded and or complete on the list. **Board members agree to move forward with all items.**

Sewer Division

- 1. Ford F700 Jet Truck #67 (1987) Replace with 220 Mack 42FR/21101 Vactor Body - **\$261,031**
- 3. Vineland Pumps Major Service - **\$50,936**

Comments: No comments. **Board members agree to move forward with all items.**

Stormwater Division

- 1. Ford F700 Jet Truck #67 (1967) Replace with 2020 Mack 42FR/21101 Vactor Body - **\$261,031**
- 2. Wetstone Dam – Short Range - **\$173,000**

Comments: T. Christensen: Our dam is at the Jawbuck Reservoir at the end of Deer Park Dr. near the Industrial Park area; the dam inspection is done every 10 years and 2020 is due for inspection; we inspected and it is in poor condition, it is not impounding water that would do damage; low impact; needs to be brought up to speed; this is the first phase to clean up erosion and vegetation; there will be structural components within the next 5 years; we need someone to do an analysis; we can look into getting rid of the dam; may be a regulatory nightmare; we can figure out how to make that happen; if it was done right minimizing environmental impacts; it was built for irrigation but that’s not a thing anymore; we own it and can do whatever we need. **W. Gelinas:** Is there a way to get rid of the dam; is it worth getting rid of vs. us maintaining it; I would think in this day and age restoring a habitat to its natural environment; in the analysis I would like to see what it would take and cost to get rid of it; what value would that land bring to the town once it is gone. **P. Abair:** If the dam is not needed today we might as well convert it to open space and get rid of it. **Board members agree to move forward with all items; T. Christensen will look into getting analysis details for the Board to review at the next meeting to determine if monies would be converted into removing the dam.**

DEPUTY SUPERINTENDENT REPORT: **T. Christensen:** No updates.

WATER & SEWER ADMINISTRATOR REPORT: **F. Vachon** updates: **Manhole Sealing Project:** started today.

HAA5: Various scientists are working on the issue; one sample failed but we passed.

BUILDING FACILITIES MANAGER REPORT: **J. Dunn** updates: **Pine Knoll:** winterize pool; using administration building for daycare, afterhours. Few things down from the storm, no major roof leaks. **COVID:** All schools are being used; there are people in every building; free reduced lunch program, breakfast and lunch.

Board Comments: **T. O’Brien:** Kudos for the aesthetics, paintwork at Maple Shade.

HIGHWAY & UTILITY MANAGER REPORT: **D. Keane** updates: **Parks:** Leaf pickup; mowing schedule continues as normal; clean up trees from wind storm; most trees were other people’s trees and not ours. **B. Fenney:** Darrell is our resident Tree Warden and he works with National Grid to identify problem areas with trees and limbs; we have addressed issues with them a few weeks ago in an in person meeting with Chiefs Morrissett and Dalessio; National Grid said they are waiting for assets to show-up on scene; we told them to use us as an asset for the restoration program; we are in open communications with them. **Highway:** Finished Shared Street Project and it was completed by the Oct 9th deadline; preparing for snowfall; two sanders on trucks. Paint the plow program with the Rec department at the Service Building with residents that painted first responder designs on the front of the plow which is on display at the Service Building.

Board Comments: **P. Abair:** We had power outages throughout the Town in different sections; should we go back to those areas and see if we need better tree trimming program in those areas; looking at the commonalties, National Grid should go back to those areas; what level of management addresses these issues?

T. O’Brien: East Longmeadow is feed by 2 mini high lines that come from Palmer and is vulnerable in a sense;

heavily tree lined near Minniechaug High School; long extended outages because it takes time to find the problem and is time consuming; National Grid response is poor but it is not their fault on a ground level.

OTHER BUSINESSES

Real Term Energy: B. Fenney: Street light purchasing: don't believe we should move forward with the plan; we should contact National Grid and have them convert our lights to LED's and realize the savings without owning, occurring costs and maintaining the lights; there is no cost for National Grid to complete the conversion; that is a 25-35K savings based on Marcy Reeds. We own our signal lights which have been upgraded to LED lights and we can see those savings. **P. Abair:** we had a 4 to 5 hundred dollar proposal to us and yet we can go to LED lights throughout the town and there would be no cost; If we went to LED lights National Grid would be updating the fixtures; this is a Town vs. a city; the security goes beyond the DPW scope of responsibilities; they are all add-ons; would have loved to see an analysis against National Grid and compare it against this proposal.

T. Christensen: Yes it would be a retrofit. Agree with Bill and Tom; we don't have a problem that needs to be addressed. **W. Gelinias:** The ability to add the Town wide security system was intriguing; it technically becomes an IT system; as things age and they would need to be upgraded; components wear out; any computer system will need to be updated and maintained; we can re-address in upcoming years and it may be an easier sell for us down the road. **T. O'Brien:** In agreement with Bill; definitely would reap savings and appearance would be great but then you add management and hidden costs; utilities are often glad to pass off the street lights to the towns; how much is it going to tax the DPW dept. **Bruce will get more information from National Grid including pricing and will share with the Board at the next meeting; and will also set up a follow-up meeting with Real Term Energy to help answer unanswered questions.**

SCHEDULE NEXT MEETING: **B. Fenney** will send email invites for Tuesday, November 17, 2020 and will have it posted to the town website.

P. Abair entertained a motion to adjourn the meeting at 5:31 pm; T. O'Brien made a motion to adjourn the meeting; W. Gelinias seconded the motion, there being no further discussion; the vote was taken and was unanimously affirmative.