

DPW Commission Meeting
Wednesday, January 22, 2014
7:00 p.m. – Police Station Community Room

Present were Chairman Gardner, Commissioner Reed and E. Battistelli, Board of Selectmen Chairperson, DPW Director Parisi and Asst. Director Olson.

7:00 PM Approval Items:

Board of Commissioners Minutes Approval: Commissioner Reed moved to accept the minutes of 12/11/13, seconded by Chairman Gardner, Vote: 2-0. Commissioner Sena was not present.

7:05 PM Open Session:

Open for Public Discussion with the Commissioners

7:10 PM New Business:

FY15 Capital Project Request was \$8,042,000, \$380,400 was approved. Chairman Gardner said the Harbormasters are fine delaying the Old Rockport Harbor dredging project for \$68,000 so those funds will be moved to road repairs.

The question of the solar powered radar speed signs and whether this belonged in the DPW or Police Dept. budget was brought up. The DPW will handle the procurement and installation, so it will remain in the DPW budget.

J. Parisi stated that the shed at the Locust Grove Cemetery was not approved; it's a small project and he wondered why. E. Battistelli said the CIPC looked at the free cash available and decided it could be delayed; it wasn't that it wasn't deemed important.

Seawall Mitigation work proposed by FEMA: J. Parisi said there are a number of FEMA projects; Back Beach revetment and the Pigeon Cove seawall. J. Parisi distributed two spreadsheets detailing small projects (less than \$67,000) and large projects (more than \$67,000) due to the February '13 blizzard. He said the Back Beach timeframe is this spring; it is still in the engineering phase. Other small projects for the Spring of 2014 are Penzance Road, Bearskin Neck Turn Around and Marmion Way Gap Cove. Some larger projects are Back Beach revetment, Granite Pier revetment and the Pigeon Cove seawalls. For Pigeon Cove the in-kind costs are to repair structures and existing configurations, the mitigation work would strengthen the seawalls and prevent future damage. Use some pins, putting a concrete core wall in the harbor seawall and also connecting to the land. With GZA as the engineer \$51,000 is the current fee, \$1.8 for in-kind repairs, FEMA was \$2.5M. Appropriations total \$1,380,000. Current total repairs costs based upon GZA is \$3.2M, \$4.47M per FEMA numbers. The Town will sign the contract with FEMA assuring that the scope of work will be maintained. FEMA reimburses 75% of the costs. Commissioner Reed said it makes sense to do this; it will save the town money for the next 50 years or so. \$3M is the total repair, \$1.38 is appropriated, so another \$1.8M is needed; that would be a separate article.

Granite Pier Stone Revetment: \$200,560 is the total project worksheet amount; \$50,000 is the town's share.

Back Beach \$115,592.03 is the total project worksheet amount, the town's share is \$28,898.

Pigeon Cove Seawall, the total project worksheet amount is \$1.8, the gap is \$553,000 per GZA.

National Grid - power pole and additional funds; will the funding be needed prior to July 1 for Bedrock Well.

Commissioner Reed said we need to look at the infrastructure in town, related to storm damage, and think about the low parts of town. We need to know what responsibility the town has to the private property owners, if any.

J. Parisi said there is a hazardous mitigation plan that was part of FEMA to identify the low lying areas and those that would be subject to damage and disaster planning.

FY15 Water & Sewer Rate Projections: J. Parisi distributed the water enterprise and the sewer enterprise operations budget. The water rate for next year will be \$10.39, currently it is \$9.90; this is a 5% increase. That is assuming the water consumption of 158.5M. We're trending less than that currently so we're not sure if we're over projecting our water consumption. The Dept. of Revenue reviews our projections; they will certainly review last year's and question what are assumptions are for this year.

Sewer Enterprise: 128M gallons are projected; \$14.68 is the new rate; currently the rate is \$13.10. This is a 12% increase.

8:10 PM Ongoing Business:

Review City Hall Systems Proposal for Services: The proposal was received on 1/12/14. Director Parisi questioned what the plan would be if we go forward with them and we find it doesn't work for Rockport. He said this will provide a nice service to those residents who will use it. Staff would still need to be paid to sell stickers at town hall because not everyone will use the online service. The staff at town hall will be able to handle other functions if they're not handling sticker sales. City Hall Systems are currently handling these functions for various other communities. The town will be charged \$2.50 for every sticker that is verified and mailed; the town is responsible for providing the stickers. There is a 3.2% charge; they will provide up to 3 credit card swipers to allow for sticker processing on town computers. City Hall Systems projects that 10,000 stickers each year will be used by the town; the rates cannot be increased for the three year term of the contract. We'd like to begin offering this to residents this spring; if the contract is signed by 2/28/14, the website will be available on April 1.

Community House Management: J. Gardner said we were looking into credit card capabilities because we want to be able to take a credit card prior to someone renting the community house. He said that the delay in getting this position filled has been trying to figure out how this manager position will be structured. J. Parisi distributed another draft of the job description. Faye Anderson questioned if the COA can be involved when the new person is being oriented to the position; she said 150 people are going through that building every day. She is requesting that notices be hung in the building with contact information on who to contact in various scenarios. J. Parisi said coordinating the maintenance of the building is critical. J. Parisi said the individual should be familiar with buildings and building systems. The position will be posted and interviews will be scheduled.

8:55 PM Other Issues of Discussion

The status of the building study was discussed; the vendor has been selected.

Chairman Gardner said he looked into the plowing of private roads. He said in order for public money to be used to plow private roads; the town needs to agree to it in a town-wide election. To change a private road to a public road, 100% of the abutters must agree and getting easements may be difficult. Once the roads are public, that would increase the chapter 90 funds.

Chairman Gardner questioned if we should develop a contingency plan if the Long Beach seawall fails. He said we have concerns about it and we don't have agreement from the town on how it would be paid for. Commissioner Reed said there are other concerning areas, such as Penzance Road and the Cape Hedge Beach area. E. Battistelli said we should look into what would be considered negligence for the town and what the town's obligations are. She said we should learn a lot in the upcoming sediment transport study.

Next Meeting: Wed., 2/12/14 at 7:00 pm

Tickler List:

February, 2014	Sewer use regulations
March, 2014	Community House Facilities Mgr.
March, 2014	City Hall Systems
March, 2014	Energy Efficiency workshop

9:25 PM Meeting Adjourned