

DPW Commission Meeting
Wednesday, June 19, 2013
7:00 p.m. – Town Hall Annex

7:00 PM Approval Items:

Board of Commissioners Minutes Approval: Commissioner Reed moved to accept the minutes from the May 29, 2013 meeting, seconded by Commissioner Sena, Vote: 3-0.

7:05 PM Open Session:

Open for Public Discussion with the Commissioners

7:10 PM New Business:

Transfer Station Workshop Agenda Review: Commissioner Sena said he'd like to have some information before the workshop; the number of stickers sold (regular and pay-as-you-throw). He's like to see a comparison by year, he'd like the comparison to go back to before the pay as you throw program was in place. Chairman Gardner said he'd like the comparison compared to the town's population (year round), then show regular sticker sales, pay-as-you-throw sales, and seasonal stickers. Commissioner Reed said he's like to see the complete financial analysis of this program. He is not in favor of pay-as-you-throw exclusively.

Chairman Gardner said he's also like to see the number of tons of recycling to compare; and to see what the revenue is for recycling. Also review the different streams and the cost of hauling relative to the number of households if that has changed. Also, it was recommended to review the entire cost of running the transfer station.

It was decided to remove the metals pile from the workshop agenda. It is viewed as a liability issue if someone gets hurt. It was stated that the town has a salvaging company; it never meant was for the public to go through.

Chairman Gardner questioned if redesigning the traffic flow will be looked at during the workshop. Commissioner Reed stated that if the town went to single stream that could change everything anyway.

Goal list for workshop:

- Swap shop, shut it down or volunteer group takes it over
- Recycling
- Streamline the process/restructuring
- Cash handling
- Metal pile
- Bulk items, it was questioned where does the approx. \$17,000 go
- Review the by-law on town meeting requirements

The Board needs to look at all the regulations pertaining to transfer stations before it is reconfigured; should cover any dumping issues. About four years ago the town policies were updated.

Water & Sewer Rate Review & Schedule Public Hearing: Chairman Gardner said that he heard from Bill Wagner, Finance Committee, wondering why we had incorrectly set rates in the sewer which is why we had so much free cash in sewer. Chairman Gardner explained that it was an inexact science; we have to estimate usage before the usage. At the same time we're anticipating the expenditure of some capital items. Director Parisi distributed the water and sewer consumption report for fiscal years '09 through '13. He also distributed the FY 14 Water Enterprise Fund proposed operations budget and the FY 14 Sewer Enterprise Fund Proposed Operations Budget. Chairman Gardner said we're saying we need a 10% increase, from \$9.30 to \$10.25. Our usage stays the same, so why do we need to raise the rates? Director Parisi said in FY '13 it is due to free cash appropriations.

The consumption numbers can be looked at. Chairman Gardner questioned if the \$154,000.00 for FY '14 was too low. Chairman Gardner said it would be good to find ways to reduce the cost of water production over time. Director Parisi said if more projects were paid with free cash, the costs could be reduced.

7:30 PM Ongoing Business:

Draft DOT Drug & Alcohol Policy: Director Parisi said he received input from Kopelman & Paige with edits. Chairman Gardner inquired if the Town Administrator had taken a look at it; J. Parisi said the Town Administrator was fine with it since Kopelman & Paige reviewed it.

Commissioner Reed moved to accept the drug & alcohol for testing US DOT regulations with the effective date being 6/19/13, seconded by Commissioner Sena, Vote: 3-0.

Chapter 90 Road Improvements: It was stated that \$145,000 not the \$290,000 is coming from the state. Chairman Gardner stated that Summer Street really needs it; some sections of Jerden's are bad but not overall. Tim Olson stated that the contractor was in town to see how they would tackle some of these areas. Chairman Gardner said something needs to happen on Railroad Avenue. J. Parisi recommended waiting for the MBTA to decide what they're going to do there before doing anything on Railroad; they will be doing some paving there. Chairman Gardner said if we just did milling in all the areas, how much would that cost. Tim Olson said the cost of milling is approximately \$320,000 (including Railroad), would be \$207,000 without Railroad. He stated that it would run perhaps \$230,000 including contingencies. Director Parisi said we'll fine tune the list and get it back to Commissioners. Chairman Gardner recommended taking the \$207,000 and adding some high priority items. We could do three spots on Summer Street (\$58,000), and one on Parker. Chairman Gardner said let's find out what's under Summer Street, then we'll take a look at what funds are available for milling for the rest of the town.

8:40 PM Ongoing Capital Projects

Sediment Transport Study – needs to get out the door. Tim Olson and Joe Parisi are handling the writing, they'll make some changes and Chairman Gardner will review it Friday morning for the final review.

8:50 PM Other Issues of Discussion

Tablets: Tim Olson stated there is a two hours training; it will be scheduled just before the workshop on Wed at 5pm.

The Building study consultants (3) are coming tomorrow; the Commissioners are invited to attend.

Tickler list:

July, 2013	Water & Sewer rates
July, 2013	List of roads to be repaired
July, 2013	Sediment Study, Long Beach
July, 2013	Sewer hookup priorities
July, 2013	Sewer use regulations
August, 2013	FY '15 Operational Budget review
September, 2013	FY '15 Capital budget review
September, 2013	Director's Performance Evaluation

Next Meetings: Transfer Station Workshop. Wed., 6/26/13 7pm at the Library
DPW Commissioner Meeting, Wed., 7/10/13, 7pm at the Police Station

9:00 PM: Commissioner Reed moved to adjourn, seconded by Commissioner Sena, Vote: 3-0.