

**DPW Commission Meeting
Wednesday, October 8, 2014
7:00 p.m. – Police Station Community Room**

7:00 PM Approval Items:

Board of Commissioners Minutes Approval: Commissioner Gardner moved to accept the minutes of September 24, 2014, seconded by Commissioner Reed, Vote: 3-0.

Approval of Sale of Cemetery Lots - none

7:05 PM Open Session:

Open for Public Discussion with the Commissioners: T. Arsenian, 95 Granite St., spoke about the revenue from the cell phone carriers. He said he believes all funds should go through the enterprise funds; Commissioner Reed said he is in complete agreement.

T. Arsenian spoke about the trees under the bridge; he has spoken to the Conservation Commission about this. J. Parisi said the Granite Savings Bank wanted to do something for the town. They looked at the granite bridge, and said there were so many invasive plants leading to the bridge and on the other side that the bridge couldn't be seen anymore. The bank offered to pay for a landscaper to clean it up a bit. J. Parisi said some of the oak trees could be saved without affecting the view. The discussion of whether the wood is saleable ensued because there's a lot of it and it is town property.

7:10 PM New Business:

Water Meter Fee Schedule Review & Adjustments: Director Parisi handed out a spreadsheet detailing the current and proposed fees for Water Meter packages. J. Parisi said there is a module head (electronics to send the reading electronically to hand held computers), there is a body, there is a K-horn copper connection, the meter is inside the horn, the current total charge to homeowners is \$215.98 charge and the cost to the town is \$386.71. The proposed increase in the charge would be \$400.00 for a 5/8" model. The DPW Director said the homeowner pays for the initial meter and the town pays for replacement meters. He said he would like a town meeting vote to set up a revolving account to purchase new meters, when needed. Commissioner Gardner moved to accept the proposed water meter package fees, and revisit the prices annually, seconded by Commissioner Reed, Vote: 3-0.

7:25 PM Ongoing Business:

Transfer Station Single Stream Recycling & Traffic Flow: J. Parisi distributed what was received from two vendors, IPR and JRM; IPR is our existing vendor. The IPR charge is \$25.00 per ton for single stream recyclables. When the New England Market #2 High Price is over \$60/ton, IPR will provide the town with a rebate on 50% of the tons generated at the transfer station. The total tonnage of the town's recyclables is approximately 870 tons in a year and 570 tons/year for paper; 66% of the town's total recyclables is paper. There are approximately 2,800 tons/year in total waste. Currently we are rebated just on paper, similar formula based on market rate, share of proceeds, and a charge for hauling.

With JRM, they are providing the equipment, they require a 3-year contract; they offer single stream service at \$30/ton and a \$170 haul rate. It is a single stream with the exception of glass.

IPR has a better offer; we are still waiting for a response from Hiltz. IPR currently costs between \$336 and \$600 average per month charges for hauling, offset by paper revenue. S. Kishida said she is interpreting the current IPR contract that the town is not being charged for hauling now.

Chairman Sena said the traffic flow review and modification needs to wait until we see what we're going to do up there. This will be discussed at a subsequent meeting when more information is received from vendors.

FY15 Water & Sewer Indirect Cost & Debt Service Review: Commissioner Gardner said he spoke to the Town Administrator about this. There is a workshop on enterprise accounting at the end of the month. T. Arsenian inquired if the DOR has rules about what can be charged to an enterprise fund. The Finance Committee is looking into this as well and we should find out how other communities handle this.

CPC for Enterprise Funds: Director Parisi distributed a sheet detailing the information.

DPW Capital Project Requests to CIPC: This is the final submission from to the Capital Committee - Five year capital outlay for FY '16 to FY '20. J. Parisi discussed the \$7M projection for the DPW facility. He said another way of attacking this is to come in with lower numbers; get a shell for the storage of vehicles and renovate the inside of the existing structure. The original building was built in the 50's. Commissioner Reed said a new building needs to carry the town for another 50 or 75 years. He recommended we not cut corners so that in 20 years, the building is no longer useful. The meeting with the CIPC is on 12/1/14 to discuss all of these items. There is a DPW vehicle replacement program in the projection as well. These vehicles should be on rotation so they're replaced in a timely fashion, perhaps a 10 year cycle. Building surveys have not started yet – the DPW is scanning the plans and some research has been done. Commissioner Reed said so many of these capital requests are for buildings. The Transfer station improvements are projected for \$25,000 in FY '16.

8:15 PM Ongoing Capital Projects

Granite Pier Revetment Repairs – the town has received a donation of rock from a golf course in Gloucester; Rockport paid to truck it to Rockport. In-house repairs are ongoing. The costs will be much less than FEMA estimated. Harbor Advisory Committee and the extension to Gull Island. We have \$5,500 for that and the ACOE seems willing to do \$100,000 study to see if that is feasible.

They will start hauling rock to Granite Pier, a traffic plan has been developed; trucks will be coming and going. T. Olson recommends a delay on Gott Street to the spring and include it with Marshall Street and Railroad; that way it's a bigger package. He said we're having a hard time getting bids here; a larger project will get more interest and \$190,000 is available from Chapter 90. T. Olson said he believes all three can be done for \$190,000 in the spring. Chairman Sena said he is concerned about water getting in and freezing.

Tickler List:

Cell Tower Lease funds
Tracking special projects by hours
Energy Efficiency
Sewer Use Regulations
Transfer Station Redesign
DPW facility
Water & Sewer Rates (long term debt and indirect expense detail)

Next Meeting: Wednesday, October 22, 2014, 7pm in the Community Room at the Police Station

8:30 PM: Commissioner Gardner moved to adjourn, seconded by Commissioner Reed, Vote: 3-0.