

DPW Commissioner Meeting
Wednesday, November 12, 2014
7pm, Police Station Community Room

7:00 pm

Approval Items

Board of Commissioners Minutes: Commissioner Gardner moved to approve the 10/22/14 minutes, Commissioner Sena seconded, Vote: 2-0.
Commissioner Reed abstained as he was not present on 10/22/14.

Approval of Cemetery Plots - none

7:05 pm

Open Discussion with Commissioners:

T. Arsenian, 95 Granite Street, said he was interested in speaking about the enterprise funds going into the general fund; he said the Pigeon Hill water tank is being replaced. T. Arsenian said he wants an assurance that all town buildings and all town departments are paying into the enterprise funds. Director Parisi said he will check on this. Chairman Sena said we are pursuing the cell tower revenue. Commissioner Reed said this is a Board of Selectmen issue, perhaps sharing the revenue stream. Commissioner Reed said a new formula for indirect costs is being discussed; he said this should be on the agenda for the upcoming meeting with the Board of Selectmen and the DPW Commissioners.

7:10 pm

New Business

Removal of Willow Trees in the Millbrook Meadow: A willow tree has been cut down; there are two trees that need to be taken down. Commissioner Gardner said he is in favor of taking them down. He said there are probably a lot of people in town that are not expecting them to be taken down. He questioned if a public hearing on the issue would be helpful, so it can be discussed before they are taken down. How this word gets out to the community was discussed; involving the Beautification Committee was discussed. They are waiting for the ground to freeze before they are taken down; more DPW meetings will take place before the trees come down.

Commissioner Reed moved to remove the two trees in the Millbrook Meadow, including the grinding of the stumps, Commissioner Gardner seconded, Vote: 3-0.

FY '16 Budget Guidelines: J. Parisi said no increases are to be proposed for FY '16, unless it is non-discretionary. He said prices for electricity are going to increase, some solid waste costs will increase, on-line sticker sales, and single stream recycling could impact costs. He said the highway position will be included in the budget that is submitted; the budget is due the day before Thanksgiving.

7:30 pm

Ongoing Business:

10 Hodgkins Road Pressure Sewer Connection: It was discussed that a 2" line is sufficient; this information was requested at the prior DPW meeting. Commissioner Gardner moved to accept the sewer connection for 10 Hodgkins Road, conditional upon final plans, seconded by B. Reed, Vote: 3-0.

Transfer Station Single Stream Recycling

J. Parisi said two additional proposals were received from vendors for single stream since the last meeting.

Currently the cost with IPR is approximately \$5,600/year.

IPR Single Stream: \$21,387.

JRM Single Stream: \$45,960.

Waste Management Single Stream: approximately \$13,930 net. Separate the glass out, they will provide a dumpster, when it is full it is hauled. This is a modified version of single stream; because glass is a problem in the industry today.

Hiltz Disposal Single Stream: \$13,867 net.

Commissioner Gardner questioned making any changes at this time given that the current costs are significantly less than any of the single stream proposals. Director Parisi said if, at some point, IPR cannot continue to provide the service at the current rate, we would want to look at the other vendors. It was recommended that hard numbers be brought to the upcoming joint meeting of the Board of Selectmen and the DPW Commissioners.

Enterprise Fund Indirect cost Presentation:

Commissioner Reed and Director Parisi attended a recent presentation on indirect costs.

Commissioner Reed said 179 communities have enterprise funds. He said it is recommended that communities establish a written internal policy and that the policy is reviewed annually.

Commissioner Reed said to determine the indirect rate, the most accurate way is to determine how many bills go out for the entire town; then calculate how many were for the enterprise funds. That is the indirect rate.

Another way is to take the overall town budget, then take the cost of the enterprise funds, that percentage is the indirect rate. Rockport's indirect costs are high given that method, Rockport is closer to 25%.

It was stated, during the presentation, that only one community included capital items in their calculation.

The Dept. of Revenue rule of thumb on indirect costs is that they should be no more than 15% of direct costs.

Commissioner Gardner said there is a review going on regarding indirect costs.

Bearskin Neck: T. Olson said construction will commence at the beginning of December; materials are arriving. There is a barge at Granite Pier, a fork lift brings it down and picks it off at the breakwater; the excavator will place it.

Pigeon Cove: T. Olson said this is underway, it is still in the permitting and design phase; we may need a chapter 91 license on some of that work; spring timeframe. The extension would need a Chapter 91 or we may need one for the full project. All large projects are still in FEMA's hands, not approved yet and no contracts have been issued. MEMA gets to us for signature, but nothing has been received yet. We will need to have the project completed by February of 2016, the extension has been granted. Director Parisi said typically we would be required to complete the project within 18 months. T. Arsenian, 95 Granite Street, said he can't believe this is going out to bid with the legal suit against the DEP pending. Commissioner Reed said this could be dragged out for some time because of the suit. Z. Seppala, 92 Granite Street, questioned what the costs are for federal, state and Rockport. J. Parisi said 75% is the federal funding eligible work; if the total costs are \$4M, \$3M is the federal share, and \$1m is the town of Rockport's.

Back Beach Revetment Repair Project: J. Parisi said this work is to stabilize what is there; this is similar to Pigeon Cove in that we are waiting for FEMA to have an approved project worksheet. We are trying to push this because of the potential for more storms coming to the revetment. We have a draft design of the revetment, we are looking to do a two layer system; it is designed by Applied Coastal. We hope to meet with FEMA next week to see about expanding the area of repair; the town would need to pay for some of that. Director Parisi said we've already started to stabilize what we can; we're bringing in some stones. Plans are to armor the area until we can hear back from FEMA; this would be a temporary repair. Whatever materials we bring in can be used again. T. Arsenian, 95 Granite Street, said he knew what they were doing was no good; they put a bunch of small stones under the large stones, when you get a large storm it all begins to roll. T. Arsenian inquired if a third party could conduct a peer review on the design. Commissioner Gardner said the Miller Golf design matched the previous design. FEMA is offering mitigation funds now, that didn't used to be the case. The rule is that mitigation cannot exceed the cost of the project. The meeting with FEMA will assist with getting the eligible scope. A. Franco, Beach Street, inquired if signs can go up warning people to stay off the rocks; people sit on blankets on the rocks. She recommended maybe putting some signs up while it is unstable. J. Franco, Beach Street, said when they purchased the house in 1999 they have a photograph showing those stones above his knee, that has sunk over time. He said now they're going back to what they saw on the original revetment. If we're going to spend the money, let's make sure we get

it right. J. Franco inquired if there is any chance of getting additional storm drains on the other side of the street. He said he knows what he needs to do on his property; he needs to control the water once it gets on his property.

Legion Building Renovations Project: It is almost complete; electricians are coming this week for new light fixtures.

Tickler List:

Cell tower lease funds

Tracking special projects by hours

Energy efficiency, new lighting has been installed, low lift pump work will follow shortly

Sewer use regulations – ongoing

Transfer Station Redesign

DPW facility

Goals/objectives

Other Discussion:

The building study process has started; T. Olson said he pulled the plans together and had some plans scanned. He said the Town Administrator and Asst. Town Administrator are spearheading the process.

J. Parisi said he will pull everything together that he has on the town barn. Commissioner Gardner said he is talking to Bill Wagner today. Commissioner Reed said the Commissioners need to spend some time working on this.

Next Meeting: Wednesday, 12/3/14, 7pm, Police Station Community Room

8:45 pm Commissioner Reed moved to adjourn, seconded by Commissioner Gardner, Vote: 3-0.