

DPW Commission Meeting
Wednesday, November 18, 2015
7pm, Police Station Community Room

7:00pm

Approval Items

- Board of Commissioners Minutes Approval – postponed to next meeting
- Approval of Cemetery Plots

7:05pm

Open Session

Open for Public Discussion with the Commissioners: T. Arsenian, 95 Granite Street, commented on the Harbor Advisory feasibility study for Granite Pier and questioned the \$5,500 of Community Preservation funds that were appropriated last year for the study; T. Olson has the report.

7:10pm

New Business

- Community House Rules and Regulations/Facilities Manager Position: B. Balzarini is present. J. Parisi said we need to look at the fee schedule and the utilization. Director Parisi said B. Balzarini is working more hours than the stipend was intended to cover. He's been working in the building for 1 year and 3 months now, \$8,000 in fees have been received. Four parties are renting the house this Saturday. The building is getting a lot of use and may need some updating downstairs, painting, etc. Fifty five nights are being used for a Shakespeare theatre group at no charge; many other similar groups rent the building. We need to pay some attention to smoking around the outside of the building. Funds have been appropriated for the outside painting. The funds for renting the building can be used for those items that were not appropriated. There are no funds for compensating a replacement for B. Balzarini when he takes time off. J. Parisi suggested that the Commissioners make a recommendation on a change to the fee schedule, an increase to the stipend paid to the building manager and some changes to the building rules. T. Arsenian spoke on the increasing of the fees; he said everyone that regularly use the building should be made aware of the fee discussion and when it will be on the Board of Selectmen agenda. It will probably cost approximately \$5,000 for painting and refinishing of the wood floors; this is needed right away.
- FY '16 Goals and Objectives Review: J. Parisi distributed a draft he and T. Olson worked on for FY '16 goals. Commissioner Gardner said he asked to see these because he hadn't seen what was on the annual performance evaluation. J. Gardner wanted to compare the list for FY 16 and FY 15 to be sure that nothing was missed in the process. Chairman Sena inquired about the status of single stream; J. Parisi said the cost was high for single stream so the decision was made to stay with double stream.
- FY '17 Budget Process: E. Battistelli said that they are asking that department managers take a fresh look at all their budgets and look if there are things that can be cut. J. Parisi said there is a budget workshop being scheduled for January 19, 2016 with the Board of Selectmen, and the first draft of each department's budget is due by 11/25/15; they will probably be level funded. Any services that are currently being delivered to residents will be reviewed to determine if there is a more efficient way to deliver the service or if eliminating the service is recommended due to budget constraints.

8:10pm Ongoing Business

- Millbrook Meadow and Mill Pond Improvement Project: They have already submitted an application to the CPC for Phase I of the project; that was the meadow work. J. Parisi said we were looking for funds to do the dredging work. What should be the first thing done was discussed. Commissioner Reed said dredging was the priority. J. Parisi said he had a meeting with the Millbrook Committee to discuss funding and the different phases. We are in agreement that the dredging of the pond is the top priority. Director Parisi said we could dredge and repair some of the stones around the pond. It all depends on what can be afforded. T. Arsenian, 95 Granite St., said he assumes that the estimates are predicated on the assumption that it is not hazardous.

Commissioner Gardner moved that the first phase of the Millbrook Meadow and Pond project is the pond dredging, contingent on CPC funding, and any additional accessory work around the pond and that the work moves forward as funding is available, seconded by Commissioner Reed, Vote: 3-0.

- Status of Social Media Policy: T. Olson said this is ongoing; he said we need to have an archiving policy and program. We are waiting to hear on the status of this policy.
- MBTA Track Relocation: The tracks have been relocated; the utilities need to be moved. Chairman Sena said they're still going to have the same amount of tracks, they're just moving them. Selectperson Battistelli said this is what we've been asking for from the MBTA. Commissioner Reed said the MBTA will figure out the parking situation. Some discussion ensued on a potential fence.

8:20pm Ongoing Capital Projects

- Pigeon Hill Water Tower: it's demolished, new tank is going in the next couple of months
- Pigeon Cove Breakwater & Seawall Repairs, the contractor will be on site and starting next week, outer breakwater first and finish the seawall in the spring
- Pleasant Street Extension Paving Project: paved yesterday up to the gate
- Front Beach Improvements Project: two comfortable benches are going to be installed

8:25pm Other Issues of Discussion: Director Parisi said tomorrow they are visiting the recently built Wayland DPW barn (\$13M).

T. Olson said the Army Corp. of Engineers assigned a Project Manager for Granite Pier, we didn't get into the first round of section 107; we still have to do some homework to get in. We received \$20,000 from Sen. Tarr's office to move the project forward.

Commissioner Gardner moved that the first phase of the Millbrook Meadow and Pond project is the pond dredging, contingent on CPC funding, and any additional accessory work around the pond and that the work moves forward as funding is available, seconded by Commissioner Reed, Vote: 3-0.

Commissioner Reed said there are nine members for the Green Community Task Force. He said for solar we're going to the parking lot at the landfill because its three acres and we need at least one acre. Vehicles would be under canopies. The committee is looking at the zoning by-laws, no changes seem necessary at this point; he said Ed Hand is looking into that. We have list of vehicles currently and we have to agree to only purchase vehicle efficient vehicles. FY'15 was the highest year for electricity. They are tackling the stretch code issue; we still need to adopt the stretch code. Then we need to build a plan to reduce energy costs by 20%.

Tickler List

Cell tower lease funds

Green Communities/Energy efficiency

Sewer use regulations

Transfer Station Redesign

DPW Facility

Plowing of Private Roads

Paving Plan

FaceBook Discussion

FY 16 Goals & Objectives

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

Next meeting is Wednesday, 12/2 at 7pm at the Police Station