

DPW Commission Meeting
Wednesday, 12/16/15, 7pm
Police Station Community Room

Chairman Sena arrived at 7:15 for the meeting.

7pm: Meeting called to order

Commissioner Gardner moved to accept the minutes of 12/2/15, seconded by Commissioner Reed, Vote: 2-0.

New Business:

Highlights of DPW Activities and Projects for 2016: J. Parisi said they keep track of these activities on SmartSheet.

- Still doing improvements to the drainage, water and sewer issues,
- Transfer Station lights needed to be replaced, bypass the ballasts and replace the bulbs in an effort to save funds.
- D. Greel is doing Straitsmouth Way waterline,
- there may be some bench replacements in some of the parks,
- drainage in the MBTA lot can be resolved in the spring. The track was moved and they're readjusting everything around that. T. Arsenian inquired if the plan was still to take down the wall between their property and Evan's Field. He asked if anyone took photographs of the wall for historical purposes. J. Parisi said that has been done.

Capital projects:

- Water enterprise: we have a proposal to do some engineering assessments of the rapid sand filter sanitation basis and the water enterprise.
- Flat ledge quarry pumping improvements, booster pump should be arriving this week and installed next week
- System improvement
- Water treatment plant maintenance
- Sewer Enterprise aeration, pushed off to next year
- Pigeon Hill standpipe
- Consent order, the pipes in subarea 6 are going to be lined
- Transfer Station, J. Parisi said it shouldn't take much longer
- Road repairs, some Chapter 90
- Public Properties: DPW facility is the biggest issue facing us
- Community House painting (outside)
- Seawall repair – Pigeon Cove, waiting on FEMA for project worksheet
- Back Beach final plans are ready to bid out
- Just rec'd bids for Granite Pier (gaping hole)
- Penzance Road – Spring or Fall

Ongoing Business

FY '17 Budget Submission:

- Increase of \$5,000 in Community House Manager stipend
- Pretty much level funded
- Some increases in salaries
- Overtime and temporary help costs are the same as FY 16
- Fuel, light, power, are the same, solar agreement will get some credits that are not reflected, credits go to the Enterprise funds as well

- Firehouse Trust lease is up in 2017, it is on E. Battistelli's list of things to investigate. Does the town want to continue to own it, or sell it; it was questioned if the lease covers the expenses. Commissioner Gardner says the building is in rough shape.
- Water/Sewer enterprise, we want to live under similar guidelines and conserve costs unless something is absolutely necessary. Where salary adjustments are needed they have been made.
- Chairman Sena said for this year we could cut services, or eliminate the projects over and above the usual budgeted activities.
- Commissioner Gardner said we don't know our target or goal here.
- Selectmen Chairperson Battistelli said instead of the annual level funding or small increases, this year there is no target and no budget guidelines are being given. The plan was that department heads review what they're doing and see if there's another way to do it or be sure it needs to be done.
- J. Greel said having DPW staff do projects typically costs much less than if outside contractors were doing it.
- DPW vehicles and other minor equipment, roadway improvements, transfer station redesign \$250,000.
- The new DPW garage in Wayland was visited. Should the new DPW barn be on the STM warrant or is it too early. This needs to go through the CPC. Selectmen Chairperson Battistelli said there should be site visits scheduled for townspeople to see the shape the barn is in. DPW Director Parisi said we will be ready with a lot of information for the public. A potential barn plan was reviewed; approximate cost is \$7M. What personnel would be housed in the new barn was discussed.
- Selectmen Chairperson Battistelli said the CPC has been meeting on Mondays to finalize recommendations to the Board of Selectmen after the holidays. She suggested a list of any possible reductions, complete with the description and projected savings. She suggested that they make their recommendations on everything but the DPW barn. Maybe we can keep the barn on a different timeline for Board of Selectmen approval. That was we can move forward on other recommendations on free cash and either short, long or no debt. This is a big ticket item and a debt exclusion, this gives us more time to pull together more information. She said she will recommend that the Board of Selectmen, the CIPC and the DPW Commissioners hear more about the barn at a separate meeting in January.
- Finance Committee member Bill Wagner said some costs are still uncertain (health insurance, etc.). He said the first week in March or the end of February is when the budget is finalized.
- Commissioner Reed said we could look at sub-contracting out a lot of town services, but we don't know today if that would save money. We'd need more time to pull the information together.
- Chairman Sena said the unpredicted special projects are the issue here. We get requests throughout the year from other committees and projects over and above the DPW's typical responsibilities. How those projects are tracked is the issue here. If the DPW didn't take care of the project, the cost to the town would be much greater.

Next meeting(s): Wed., 1/6/15 at 7pm, at the Police Station, potential date for a workshop with the Board of Selectmen is 1/12/16.

Commissioner Reed said the Green Community Task Force would like to present to the Board of Selectmen on their progress at a Feb., 2016 meeting. The schools, water and sewer buildings are the biggest consumers of energy in town. The town spends about \$2M a year on energy, so we hope to reduce that by 20% in five years; that would save \$1M.

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