

DPW Commission Meeting Agenda
Wednesday, May 18, 2016
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 May 4, 2016, 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., said the building study is finally complete and it is unsatisfactory. He said he spoke about it at the last Board of Selectmen meeting and L. Sanders had said she was rewriting it so it could be usable. He said his concern is the \$300,000 needed for the exterior of the Pigeon Cove Fire Station, he said it doesn't make sense if we don't know if the building is structurally sound. DPW Director Parisi said he has a copy of the study and Asst. Director Olson has a copy. It will need to be verified if the building is sound and worth putting money into. He said the DPW is on the agenda for the 6/7/16 Board of Selectmen meeting.

Bill Wagner, Finance Committee, said relative to the Spring Town Meeting, the Millbrook Meadow cost was discussed. Instead of the \$350,000, it will cost more than \$500,000; perhaps close to \$700,000. He said many voters thought the \$350,000 would cover it. He said there were discussions last week about the barn, the vote and next steps; he said the Finance Committee hasn't met since then. He said he believes the next steps should be the completion of the building study, and what kind of investments are needed in all town buildings.

7:25 PM New Business:

Approval to connect 99 Marmion Way Lot to Sewer: Atty. R. Visnick is representing the home owner; he said four parcels are being considered. Tomorrow night the plan is going before the Planning Board. They are making sure they are in compliance with zoning. The plan is for three single family homes; they could do duplexes, maximum of 15 beds, 4-5 bedrooms in each. It's a gravity system. Currently there are 9 beds (prior Seacrest Manor). Commissioner Gardner said we know the capacity at the plant, we know the number of connections we can handle; we looked a couple of years ago. Director Parisi said we could approve the connection with a limited number of bedrooms. Commissioner Reed moved to approve lot #1 on the plan of land at 99 Marmion Way, for a single residence up to a 5 bedroom home as long as it meets with all approvals and all the conditions that the DPW Director puts on it, Commissioner Gardner seconded, Vote: 3-0.

Update on site visits to other DPW Transfer Stations: The Acton and Littleton Transfer Stations were visited by J. Parisi, J. Gardner, S. Kishida, G. LeBlanc, D. Greel, and B. Moore. They were investigating to see about transitioning into an entirely pay-as-you-throw system. It was stated that Acton was bigger than Rockport, Littleton was the same size of Rockport. Both communities had switched over to full pay-as-you-throw fairly recently. The Board of Selectmen from each town

made the decisions in both cases. They both had all the same concerns as Rockport. Curbside pickup would be a lot easier, but both communities have transfer stations. They were multi-streamed and recycling increased. It cut the trash in half, there was less clean up and it was more equitable (residents paid for what they threw away). Those communities saw an increase in sticker sales and people weren't looking for ways to cheat the system. They took cash/coupons for bulk items; both communities had better signage than Rockport directing residents on how to use the system. They are using compacters. T. Arsenian recommended a town meeting vote resolution on pay-as-you-throw. Commissioner Reed said the issues at the transfer station (traffic flow, security) need to be resolved. This will be on a subsequent agenda.

Update on new DPW Facebook Page: T. Olson said it is up and running. Commissioner Gardner said the current presentation on the barn should be on the FaceBook page. There should be good project information on there. There are just under 200 "likes" so far. Contacting Asst. Director Olson is the route to get things on the site. R. Visnick said keeping the FaceBook page updated is very important.

Schedule Public Hearing for Sewer & Water Rate Setting: 6/8/16

8:00 PM Ongoing Business:

DPW Facility Project Next Steps:

- Survey Monkey questionnaire on DPW Facility: Commissioner Gardner said he doesn't know that a survey is the way to go. He said we need to provide more information to residents regarding the barn. Chairman Sena said it isn't helpful asking people why they voted the way they did. Residents just don't agree with the \$8.8 cost. Commissioner Reed said we probably reached 400 people and 6,000 residents voted. He said before the internet, we had to "touch" a lot of people. A lot of smart people voted against the barn. R. Visnick said people have a short attention span; you have to grab folks very quickly. People make decisions on flawed information all the time. Simplify the message; it's a good project, we need to do it. The decision of the commissioners was that there would be no survey.
- Status of the Building Study Report: It was stated that the report doesn't describe the usage of the buildings, conditions assessments are done. It took over two years to complete the study. Commissioner Gardner said it doesn't provide any analysis of town office space needed in the future. The decision on the DPW facility said that it's beyond its useful life; demolish it and build a new one. The study indicated the cost to replace the barn was in excess of \$8M. Commissioner Gardner said we need sufficient office space in the new barn. Commissioner Gardner said there isn't a building study committee; he was hopeful that the Board of Selectmen would reconstitute the committee. R. Visnick said the report should be published, particularly where it pertains to the barn.
- Status of the RFQ process for selecting a Designer: Asst. Director Olson said there are two groups that are significant players in the field. Weston & Sampson as well as CSS Architects in Wakefield. They would like to move forward with a designer, using the limited amount of funding that remains we can incorporate some additional items into the scope. We would like to request some design funds to be approved at Fall Town Meeting that would keep the schedule going. If the cost could be kept under prop 2-1/2; that would

be great. There is approximately \$65,000 remaining, for FTM the whole design would be another \$300,000 to \$325,000. It should be \$400,000 to \$450,000 for the whole design through construction. Commissioner Reed said we should go forward with the funds we have; try to get the contingencies down and do as much as we can. Commissioner Reed moved to move forward with the selection of a designer up to the amount of money that is on hand, seconded by Commissioner Gardner, Vote: 3-0. A design selection committee was discussed, it should have approximately five members; some members should be T. Olson, one of the DPW Commissioners, J. Parisi, a Finance Committee member and perhaps M. Vieira. We will suggest that to the Board of Selectmen on June 7th. Z. Seppala suggested checking out the Town Charter, as some of the positions are limited as to what committees they can sit on.

9:00 PM Ongoing Capital Projects - postponed

Review of Project Management Software

Paving Management Planning

9:00 PM Other Issues of Discussion - postponed

Tickler List: goals and objectives

Next Meetings:

9:05PM: Commissioner Reed moved to adjourn, seconded by Commissioner Gardner, Vote: 3-0.