

**DPW Commission Meeting**  
**Wednesday, June 8, 2016**  
**7:00 p.m. – Police Station Community Room**

**7:00 PM Public Hearing:**

Public Hearing Water & Sewer Rate & Fees: the water consumption was reviewed from prior years and compared to FY '17 projections. A letter from Dana Jorgensson was received requesting that the DPW Commissioners consider maintaining the rates with no increases this year.

The total water consumption has decreased, however Commissioner Gardner said the difference was so slight.

Public Comment Period: T. Arsenian, 95 Granite Street, said Laura Evans from the Ad Hoc Water Committee was at the Board of Selectmen meeting and questioned whether a report had been filed.

Commissioner Gardner moved to close the hearing, seconded by Commissioner Reed, Vote: 3-0.

Commissioner Gardner moved that we leave the FY '17 water rates at \$10.23 and the sewer rates at \$14.74 per 1,000 gallons, Commissioner Reed seconded, Vote: 3:0.

**7:30 PM Approval Items:**

Board of Commissioners Minutes Approval: Commissioner Reed moved to accept the 5/18/16 minutes as amended, seconded by Commissioner Gardner, Vote: 3-0. Amendments: Regarding the transfer stations visits, Commissioner Gardner attended as well.

Approval of Sale of Cemetery Lots:

The town is buying two parcels in the watershed; adjacent to Flat Ledge.

Acceptance of Deed for Flat Ledge Watershed Parcels

**7:35 PM Open Session:**

Open for Public Discussion with the Commissioners: T. Arsenian, recommends eliminating the Ad Hoc Water Committee; it is the Town Moderator's committee. At the next Town Meeting he said the DPW should request to have that committee report to them. Z. Seppala,

Status on sidewalk from Rockport to Gloucester: Director Parisi said there has been some discussion at the Traffic Committee to promote sidewalks from Rockport to Gloucester. Some of it would be a state funded project. Sen. Tarr's representative was at a meeting, they have the request.

Matt Collins, Smith Street Court, said there is a sink hole just inside the white line, on the pavement. It's treacherous for cyclists. Director Parisi said there has been a study done on cycling and they are trying to promote it in the area.

Z. Seppala, said he has a lot of pictures of the water tank on Landmark Lane, he will print the pictures, if the DPW archives want any of them.

**7:45 PM**      **New Business:**

**Voting for DPW Commissioner Chairman & Vice Chairman:**

Commissioner Gardner nominated Commissioner Reed as Chairman, seconded by Commissioner Sena, Vote: 3-0.

Commissioner Reed moved to nominate Commissioner Gardner as Vice Chairman, Commissioner Sena seconded, Vote: 3-0, Commissioner Sena will take on the CPC, the transfer will occur in August.

**Review of Goals & Objectives:**

**Water Enterprise:** rapid filter and Sedimentation Basis Rehab: figuring financials, Flat Ledge pumping improvements – in the works, booster pump – done, SCADA system – done, , pigeon hill stand pipe – substantially complete, water main replacement ongoing, Carlson’s Quarry backup pump is on shelf – in Sept., Great Hill water pressure – proposal from Dewberry, equip repairs at water plant – proposal from Dewberry.

**Sewer Enterprise:** fine bubble – second half is fall project, grit pumps - done, consent order - wrapped up the last item. Biofilter wood chips, it’s been bid several times, going to try to do something in-house. Transfer Station: Complete PAYT Evaluation – complete.

**Highway:** drainage in process, MBTA discussions, their design is changing. Paving roadways consultant working with road ratings complete with paving plan.

**Public properties:** DPW barn - still trying to hire designer. Library fire escapes – done, harbor master /t-wharf restroom - done, Community House Painting - fall project, Town Hall Annex generator - on order installing late July or early August. Millbrook Meadow improvement project – ongoing. Additional CPC funding for project. Buildings: repair/maintenance plan, waiting for building study, we have access to information the library director has been pro-active scheduling walk-throughs with Director Parisi and looking for a funding plan. Develop a 5-10 year plan.

**Cemetery:** mapping working with Matt.

**Social media** – done.

**Pigeon Cove Breakwater and harbor:** finished by summer.

**Back Beach revetment:** contractor lined up July start, finished by the fall.

**Penzance Road:** issue with state waiting for DEP permit, Conservation Commission gave neutral vote.

**Asset mgmt. software:** drainage info being gathered, water valves in the streets as well.

**Long Beach/Cape Hedge:** (BoS needs to be involved), schedule workshops with BoS (maybe quarterly).

**Draft sewer use regulations:** still tackling this.

**Construction standards, draft drainage standards:** maybe just accept some standards and review/change over time.

**Workforce:** recent retirements and some new hires.

Maybe a taskforce would be helpful for the storm water regulations.

**Transfer Station Operations Discussion:** Director Parisi distributed information from S. Kashida, to be reviewed and be prepared to discuss at a subsequent meeting. Data on sticker sales from 4/1 to 6/1 was discussed. We need to compile a list of issues we have up there. J. Parisi said we are stable with Waste Management currently; recycling is a challenge. We could purchase compactors; then move from vendor to vendor. Purchase what is there for \$15,000, J. Parisi will get pricing for refurbished ones.

Sewer Extension/Connections Capacity: Director Parisi distributed permits issued since the sewer capacity report was presented to us. Two categories: permit for increase in bedrooms (existing property with an existing connection), second category is new connections (brand new house or house that was on septic system, existing property on sewer with garage or cottage that is now connected to sewer). Total sewer capacity permitted after the report is 13,420; Commissioner Gardner questioned what percentage is this of existing capacity. This will be discussed in greater detail at a subsequent meeting.

**8:30 PM Ongoing Business:**

DPW Facility Project Next Steps: presentation on website, T. Olson working on it.

**8:40 PM Ongoing Capital Projects**

Review of Project Management Software: J. Parisi distributed spreadsheet.

Paving Management Planning & Project Implementation: Prevention year #1 would be Broadway, Main Street, Thacher Road, South Street, Mt. Pleasant, Granite Street, all the way to Folly Cove (holding off on Railroad). We don't know if the \$860,000 available will attract some bids or if the amount is too low. T. Olson said we should get some bids. Year number #2 would be Gott Street (final top from 2 years ago), Marshall Street (full reconstruction), Parker Street and Railroad.

Matt Collins, Smith Street Court, said he has concerns about his road. He is here tonight to see how he can get some attention for his road.

**8:55 PM Other Issues of Discussion**

**Agenda items for next meetings:**

- Performance Evaluations, Commissioner Reed said he wants to look at the evaluation tool again, break it down into day-to-day operations, ongoing projects, future projects and problems needing to be solved down the road. What's missing on the performance evaluation is the vision.
- Create a list of the issues at the Transfer Station, including traffic flow, swap shop management, etc.

**9:00 PM**: Commissioner Sena moved to adjourn, seconded by Commissioner Gardner, Vote: 3-0.