

**DPW Commission Meeting**  
**Wednesday, August 20, 2014**  
**7:00 p.m. – Police Station Community Room**

A meeting of the DPW Commissioners was held on Wednesday, 8/20/14 at 7:00 pm in the Community Room at the Police Station. Chairman Sena, Commissioner Reed, DPW Director Parisi and Asst. Director Olson were in attendance; Commissioner Gardner was not present.

**7:00 PM Approval Items:**

Board of Commissioners Minutes Approval: Commissioner Reed moved to accept the minutes of 8/6/14, seconded by Chairman Sena, Vote: 2:0.

Approval of Sale of Cemetery Lots

**7:05 PM Open Session:**

Open for Public Discussion with the Commissioners

**7:10 PM New Business:**

Beautification Committee Discussion on Front Beach Improvements: Stephanie Wolfe from the Beautification Committee presented their preliminary plans for the improvements to Front Beach. The plans include adding picnic tables, moving the bike rack, replacing the trash barrels, re-seeding lawn, the benches are currently right on the path – the recommendation is to move the benches back a little so the whole path is usable. A drinking fountain at the restrooms is proposed but that would be expensive; they are looking for a grant to fund this. The one existing granite bench will be moved to join the other granite benches, then new benches made of metal or wood are proposed in a material that could withstand the salt. J. Parisi spoke about the concrete walkway; Chairman Sena said something that is sealed is needed to keep the water out so it doesn't get damaged. Chairman Sena said the CPC would like the Beautification Committee to speak at Town Meeting on this project. The approximate cost for the project is \$20,000, DPW is providing the labor. It was mentioned that the left hand side is in the worst condition, one bench was lost to rot; the second bench is in the weeds so you can't really get to it. The Beautification Committee will present a narrative on this plan to Town Meeting; they will get a draft to Chairman Sena so he can pass it on to the CPC prior to Town Meeting. Commissioner Reed said there used to be a fountain on that beach; he stated that the DPW Commissioners would like to work with the Beautification Committee on any needed areas in town.

**7:30 PM Ongoing Business:**

South End Water Tower Access Road Easement: J. Parisi said he met with L. Whalen; she submitted a letter detailing what she is willing to provide in order to obtain the permanent easement. There will be a chain link fence around the water tower, Kristen Whalen is paving up to her driveway. Leslie Whalen is going to do the same as was done on Penryn, it's a 12-13' wide road. There will be

a leveling course and then another top course; that would be continued up to the gate from where her sister, K. Whalen leaves off. J. Parisi said everything from Thatcher Road to the gate would have the same process applied. The gate may be mechanized, or there will be a key. It was stated that this easement should include the same base language as K. Whalen's. The plan is to move that gate up past the entrance. Director Parisi said Town Counsel hasn't seen this proposal yet. Once Town Meeting approves this plan, the Board of Selectmen can negotiate an agreement. There was a concern about drainage; the entrance needs a culvert below it. One driveway is being split off to two lots. J. Parisi requested that Leslie Whalen modify the agreement to include the culvert. Commissioner Gardner is presenting this article at town meeting. Commissioner Reed moved that the DPW recommend approval of the easement discussed in Article K: that the town authorize the Board of Selectmen to grant, on behalf of the town, a permanent, non-exclusive, access and utility easement over a portion of town property located on Assessors Map 28 Lots 71 and 81, known as the South End Water Tower Road property to Leslie Whalen of 52 Thatcher Road to allow her access to her property on such terms and conditions as the Selectmen deem appropriate, or act on anything relative thereto, Chairman Sena seconded, Vote: 2-0.

Evans Way & Evans Field Improvements: Director Parisi said the parking improvements were not pursued because after the parking was laid out it was impossible to turn around. What repairs/improvements can be made to the road entrance was discussed. This is a private road, so the town may be limited on what it can do. Director Parisi checked with the by-laws in town regarding private roads. He said the by-laws talk about temporary repairs not a full paving project. It was discussed that the abutters shouldn't have to bear the whole cost of repairing the road since the public uses it extensively for the ball park. It was discussed that 85% of the abutters would need to sign off on the resurfacing. At a prior meeting sharing the cost between the abutters and the town was discussed. This is the emergency route for helicopters; the road is 186 feet long. The town has rights to it; the town uses it to get to the ball field. Perhaps having the road become a public road is a solution. Chairman Sena said if it remains a private road we can't spend town funds for private roads when the public roads are in need of repairs as well. There is also a water issue on the road and there is a concern that if the road surface is improved this will increase the car speeds. Commissioner Reed said he is favor of continuing to patch the road until this is resolved. Director Parisi said he will investigate the issue legally with Town Council and Board of Selectmen.

Town Meeting Articles: There are three articles pertaining to the DPW on the Town Meeting Warrant:

- 1) Community House Reserve fund, Commissioner Reed is presenting at Town Meeting,
- 2) \$200,000 I&I, Chairman Sena is presenting at Town Meeting;
- 3) South End Water Tower Access Road, Commissioner Gardner is presenting at Town Meeting.

FY15 DPW Goals & Objectives: Director Parisi presented the proposed FY '15 Goals and Objectives.

- Provide for the maintenance and repairs of all Town property as necessary.
- Complete funded capital projects timely and efficiently.
- Ensure the continued safe and reliable operations of water, sewer, and drainage infrastructure.
- Improve Overall DPW Operations and Services

**8:25 PM Other Issues of Discussion**

DPW Director's Performance Evaluation is due by Friday, 8/22/14; Commissioner Reed said he is available by telephone; Chairman Sena will complete and submit the director's evaluation.

**Tickler List:**

Cell Tower Lease funds

Tracking special projects by hours

Energy Efficiency

Sewer Use Regulations

Transfer Station Redesign

DPW facility

Water & Sewer Rates (information on long term debt and indirect expense detail)

Sediment Transport Study

Water Fluoridation

**Next Meetings:** Chairman Sena said he would like the Millbrook Meadow Committee on the next DPW agenda on 9/3/14. Director Parisi said the Millbrook Meadow Committee is meeting on 9/4 and 9/18.

8:30 PM: Commissioner Reed moved to adjourn, seconded by Chairman Sena, Vote: 2-0.