

DPW Commission Meeting Agenda
Wednesday, August 5, 2015
7:00 p.m. – Library Trustee's Room

A meeting of the DPW Commissioners was held at 7pm on Wednesday, August 5, 2015 with three commissioners, the DPW Director and the DPW Asst. Director. Finance Committee Members Wally Hess, Bill Wagner, Laurene Wessel also in attendance.

7:00 PM Approval Items:

Board of Commissioners Minutes Approval: Commissioner Reed moved to accept the minutes from the 7/15/15 DPW meeting; seconded by Commissioner Gardner, Vote: 3-0.

7:05 PM Open Session:

Open for Public Discussion with the Commissioners: T. Arsenian, spoke on the train station. He inquired if attaching the trains to the generators will abate the noise as we've been promised. He is asking the DPW Commissioners to check into this. Chairman Sena said the last train is at 12:30 PM and the first of the day is 5:00 AM; this is to be expected. J. Parisi said the plug-ins are to keep the engines warm. Commissioner Gardner said the consent order says nothing about sound levels. He said we should be working to get them to move the track; we have no leverage on the sound.

Katie Gardner, Toomey Lane, inquired if her private road meets the criteria to be plowed. She said Toomey Lane is 205' with 3 year round residences. Commissioner Gardner said the criteria is 300'. She asked if there is any way that they can get plowed. She said other private roads in town are plowed and those roads do not meet the criteria. Chairman Sena said the Board of Selectmen is looking at what the criteria is going to be. K. Gardner said she said she sent an e-mail to the Board of Selectmen and hasn't heard anything. It was recommended that she attend the open session portion of a Board of Selectmen meeting.

Director Parisi spoke about Pay-as-you-Throw; he said Commissioner Gardner had a conversation with Sharon Kishida. J. Parisi said he asked S. Kishida if she could make a financial argument for pay-as-you-throw. He asked her if there are other towns with transfer stations that have switched to pay-as-you-throw. He said if their hauling costs have decreased, that would be good to know. S. Kishida said the state has funds to pay for such a study; a technical assistance grant. Apparently she can fill out the application for the town to apply for the funding and would need support from the town. Chairman Sena said the cost of the bags is an issue. Commissioner Reed said this still needs to be a ballot question and we need another discussion on bulk items; our website doesn't mention bulk items. Commissioner Reed moved to support having S. Kishida complete the application for funds to conduct a study on pay-as-you-throw, seconded by Commissioner Gardner, Vote: 3-0.

7:30 PM New Business:

Request for Private Sewer Extension for 11 Straitsmouth Way: Director Parisi said it's a gravity system so the town would acquire it after a five year period. The property previously had a holding tank and leaching field; the house has been removed on the property. Commissioner Gardner moved to approve a private sewer extension per the regulations on the condition that the applicant submits plans approved by the Department of Public Works, seconded by Commissioner Reed, Vote: 3-0.

Discussion on Granite Pier Step Project: postponed to subsequent meeting.

FY15 Performance Evaluations: Director Parisi said an e-mail was received by the Asst. Town Administrator with the evaluations for FY '15. Commissioner Gardner said the format has been changed, he said in Section 2 there are no essential job functions, so we have to develop them. Completed evaluations are due back on the 21st. Director Parisi offered to populate the information and get it back to the Commissioners. Commissioner Gardner said the commissioners should do it, because he wants to get away from the old criteria. Director Parisi said he has two evaluations to complete this year and T. Olson has two as well. Chairman Sena said he would like to request an extension of one week so there is more time to complete the evaluations.

7:45 PM Ongoing Business:

Review DPW FTM Articles:

- Article J: \$20,000 for the library,
- Article L: sidewalk tractor,
- Article N: ventilation work is needed at the DPW facility in the amount of \$10,000,
- Article O: Barn design services, J. Parisi said \$75,000 is available for a set of plans. The replacement building should cost in the area of \$7M, the design services will be a percentage of that; Commissioner Reed said we need to be ready in January to make a pitch for the new building. Commissioner Gardner questioned if we get design funds at Fall Town Meeting, will we have time to get the building in for Spring Town Meeting. W. Hess, Finance Committee, said he believes something needs to be done; this has been discussed for a number of years. He said he can't imagine \$4M to \$5M getting through Town Meeting. He said maybe the design people can provide various quotes on what can be done for \$1M, \$2M, etc. Chairman Sena said we should go for what is needed; we should put a campaign together. W. Hess inquired what the highest and quickest way to resolve this might be. L. Wessel asked if there are grant funds available to replace the DPW barn. Commissioner Reed said he would like something we can bring to STM. The building study estimated \$8M for a replacement building. Director Parisi said perhaps a placeholder for STM would make sense. Director Parisi recommends dropping Article O.
- Article M: \$153,475 for a sanding truck.
- Article P: Transfer some reserve funds in the sewer I&I account to deposit fees that are charged for sewer connections. This is a \$75,000 appropriation to add to what is already available. Sub-area 6 is the proposed location for the work.
- Article Q: include Back Beach revetment mitigation repairs to existing capital account for Pigeon Cove Seawall Mitigation Repairs. J. Parisi said for the Pigeon Cove project, FEMA will expect the town to pay for mitigation; proposal is to change the language to use some of those funds for Back Beach. He said we would like a double layer of stone on both ends and middle section and a concrete wall and raising it 2' above sidewalk level; it's 300' total, 150' for the middle, 150' for the ends. FEMA says closing the gap isn't mitigation. Bill Wagner recommends that the Pigeon Cove project should be left alone. He said there have been a total of three appropriations totaling \$4M. They were all delivered and approved by town meeting thinking that 75% would be reimbursed by FEMA. The Back Beach \$87,000 is a separate issue, (\$300,000 for total project). Director Parisi said we have higher estimates on the initial section so we need more for the 25% that the town pays for. Commissioner Gardner said we're going to fix the part that failed. T. Olson said the proposal is a double layer instead of single layer; and starting from scratch again. Commissioner Reed said the part that failed on Back Beach is the place that gets the biggest hit. It could collapse again, we just don't know. He recommends fixing the 150 feet; he said he's not convinced we need to fix the ends, unless engineers can make a case for it. \$1M for extension. Director Parisi said it sounds like we should not request the use of Pigeon Cove mitigation funds for Back Beach and just go with Granite Pier funding to do both Granite Pier and Back Beach.

Discussion on DPW Facebook Page: T. Olson said the Danvers DPW has projects, events, and notifications to the public on their Facebook page. Selectboard Chair Battistelli said the new town website is underway; it's listing of information that doesn't change frequently. She said the Facebook page would be real-time, one-way updates to residents on current issues.

Review Smartsheet/Project Management Projects: to be reviewed by the Commissioners and discussed at the next meeting. Commissioner Reed said if we didn't meet a deadline, he'd like to see why on the sheet.

Review of Goals & Objectives – next meeting

8:20 PM Ongoing Capital Projects

Pigeon Cove Seawall: Director Parisi distributed a listing of three bids; they were received from Classic Site, Northern, and Newport. Newport Construction was the low bid.

Next Meeting: Thursday, 8/13/15, 7pm, Conference Room A in Town Hall: Agenda items: Project Management/SmartSheet and FY 15 and 16 Goals & Objectives.

9:15 PM Commissioner Reed moved to adjourn; seconded by Commissioner Gardner, Vote: 3-0.

Other items for discussion:

- Front Beach – redesign. Director Parisi said bench replacements were done and a picnic table is coming in.
- Memorial Benches – plaques hanging in Town Hall. Donations have not been coming in; maybe one in the last year. \$1,400 or \$1,500 is the cost for each bench.

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
Project Management/SmartSheet – next meeting
FY 15 and 16 Goals & Objectives – next meeting