



TOWN OF PEMBROKE
DEPARTMENT OF PUBLIC WORKS
100 CENTER STREET
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DPW Commissioners

Paul Whitman - Chairman
Jason Federico - Vice Chair
Ben Bastianelli - Clerk

Divisions: Cemetery Parks & Commons Highway Tree Water

DPW COMMISSIONERS MEETING
January 11, 2016

Meeting Place: 91 Glenwood Road

The meeting opened at 5:30 p.m.

Present were: Paul Whitman, Jason Federico, Ben Bastianelli, Gene Fulmine, Scott Glauben, Susan Jones, resident Robert Grigas and Conrad Ledger.

Payroll and warrants were approved and signed by the Commissioners.

New Business:

5:35 p.m. - Timothy Maher

Commissioners reviewed letter sent in by Timothy Maher, on behalf of his deceased father who resided at 177 Wampatuck Street. Mr. Maher's concern was in regards to the seasonal turn on/off fee that he noticed on the latest bill issued in November. He stated that the property has not been a summer home for some time and we have "not" been performing the turn on/off service, so we should not be charging this fee.

After the Commissioners discussed this issue, they determined that we should adjust our program so that we charge the fee at the time the request occurs, and not automatically based on a billing code. Mr. Bastianelli suggested we abate this fee for the years of 2012, 2013, 2014 and 2015 in the amount of \$320.00. He also requested that the senior discount be removed from the account, as senior no longer lives there. A letter was sent to Mr. Maher thanking him for bringing this issue to the department's attention, and that the bill will be adjusted.

- **Motion was made by Mr. Bastianelli to abate seasonal fee for 2012, 2013, 2014, and 2015 in the amount of \$320.00. Second by Mr. Federico. All in Favor**

5:45 p.m. - Resident Robert Grigas

Mr. Grigas of 18 Mira Mesa came in to speak to Commissioners regarding the high water usage he experienced, on his 11/4/2014 and 5/11/2015 bills. His normal usage is usually very low, so he believes it may be a problem with the meter. On May 22, 2015 a water department tech inspected the property and found no leaks. He also did a meter change at that time.

Commissioners suggested to Gene that we send the old meter out to be tested. If the problem was indeed an issue with our meter, the Commissioners agreed to remove the lien that is in place and to adjust bill. If they find no issue with the meter the homeowner agreed to pay the testing fee.

5:50 p.m. - Water Tower Balancing update

Gene said Ryan Trahan is away, so he would like to postpone this update until the Commissioners next meeting on February 1st.

6:00 p.m. – Cemetery Restoration update

Commissioners ask for an update on the cemetery restoration. Scott Glauben stated the project is ongoing. Also discussed, was the financing on the project and how much they should ask for going forward, how much has been spent, how much is currently owed to contractor. Scott stated the amount we have left should go to the restoration of the gate.

Mr. Whitman suggested that when we ask for the funding it be broken up separately by sections in the Article to give a clear understanding of the where the money is being spent. Example: 25k to Pine Grove, 25k to Center, and 25k to Mt. Pleasant.

6:10 p.m. - Coliform Bacteria update

Gene gave the Commissioners an update on how our monthly sample testing indicated there was an issue. On December 11, 2015 we were notified by the lab, we took immediate corrective action and resampled again on December 17, 2015, at which time all was good.

We posted notice to residents in the Pembroke Mariner (1/8/16) and on the Town's website.

6:15 p.m. – Conrad Ledger Beta Group “pavement presentation”

Conrad came in to give Gene and the Commissioners an update on the development of the Pavement Management Project. Conrad stated he did a similar presentation back in 2013 at the Selectman's meeting so this presentation is going to be a re-summarization of that presentation of what they have done, and also some new results that they are looking at and some of the capital improvement planning going forward.

Some of the summary of findings discussed where:

Plan a pavement management moving forward to maximize life of network.

Do right repairs at the right time.

Perform maintenance in roads to prevent roads from fully deteriorating.

Surface treatment, structural repairs etc.

Cost of the project, now and going forward.

7:00 p.m. Annual town Meeting –

Gene gave Commissioners update on what we need to ask for at the Town meeting. The Commissioners suggested we put in put 350k for road repairs. Mr. Federico suggested to Gene that he ask Mr. Thorne whether he advises putting it in as budget item or as an Article at Town meeting. Mr. Federico also suggested that we do a presentation to the selectman.

7:10 p.m. - Outsourcing of other efforts/Monetary Compensation

Outsourcing of street sweeping discussed. Cost and what is including in that cost, which would be total removal of material. Suggested \$72k needed to start off with. Gene stated that won't cover us 100%, but that will get us in the loop.

7:15 p.m. FY 2017 Budget

Gene and the Commissioners reviewed the FY 2017 Budget. Discussion on what we asked for, what was offered to us and any line items that were cut.

7:30 p.m. Adjourn

- **Motion to adjourn by Mr. Bastianelli, second by Mr. Federico.**

Respectfully submitted,

Susan Jones,
Assistant To

DPW Commissioners