



TOWN OF PEMBROKE  
**DEPARTMENT OF PUBLIC WORKS**  
100 CENTER STREET  
PEMBROKE, MASSACHUSETTS 02359  
781-709-1425 fax 781-293-2964 781-709-1426

**DPW Commissioners**

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

**Divisions:** Cemetery Parks & Commons Highway Tree Water

**DPW COMMISSIONERS MEETING**  
November 23, 2015

Meeting Place: 100 Center Street

The meeting opened at 5:30 p.m.

Present were: Paul Whitman, Jason Federico, Ben Bastianelli, Gene Fulmine, Scott Glauben, and Susan Jones

Payroll and warrants were approved and signed by the Commissioners.

- Motion was made by Mr. Bastianelli to approve meeting minutes for Aug 31, 2015.  
Second by Mr. Federico. All in favor

**Resident George Furness of 29 Stetson Heights -**

Mr. Furness came before the Commissioners to ask if they would agree to let him pay his high water bill at the lowest rate of \$3.76. He had a leak outside that lead to his barn that he was unaware of. He thinks the roots from a pine tree caused damage to the pipe. Once Mr. Furness became aware of this leak he has since rectified the problem. Commissioners were satisfied that Mr. Furness is monitoring his daily water usage now and that he has shut off the water to the barn.

- Motion was made by Mr. Bastianelli to adjust his bill to the lower rate. Second by Mr. Federico. All in favor.

**Update on Cemetery Restoration Project -**

Scott Glauben explained where the contractor was with the restoration. He stated when the weather warms up he'll be continuing the 12 stones he currently has taped off. Other than those 12 he has everything else done that we committed to for this year. CPC was given the bills. Before he leaves Scott and the contractor will get together to visit the wall at Briggs and start with that and then he'll give us a price on completing the wall at Mt. Pleasant and around the corner to the unreturned lot. Once that is all done, he'll start on headstones again. Once Scott has the new estimates he will put in his request for more CPC funding.

**Bog Trails -**

Mr. Bastianelli noticed that someone is in there cutting trails, and he's concerned that slowly over time if we lose control now, when and if we need control it will be an issue. He checked with Gene and was told it wasn't us that cut the trail, so some unknown person(s) went in there

with mowers and did some trail grooming. Mr. Whitman stated he would like to see some type of posting out (water supply protection) from the Town, also at the Swanberg bogs so that people can be made aware of what it is. Gene said he'd check on that, and he thinks we have a few signs down at Glenwood.

### **Update on Road Projects -**

Gene explained that we are almost done. They have about another day of crack sealing before the temperature drops and that will be it for the season. Mr. Whitman also asked about the Gas Company who has the road open on the corner of Old Washington and High Street. Gene stated they are finishing up, that they are abandoning a large section of main. They have 5 or 6 cross overs to do and a couple of services to tie in and then they will be abandoning one of their mains.

Mr. Bastianelli asked about the Rt. 14 and Rt. 36 projects. Gene said the bid opening for Rt. 14 project is December 1<sup>st</sup>. The Rt. 36 project we are getting ready to do the 75% design submittal and the same with the traffic light on Rt. 53. Gene also stated the first phase of the Rt. 14 project calls for them to start at Maquan Street at the Hanson town line.

### **Update of Water Towers -**

Gene explained the towers have been overflowed and all the information has been put in the hydraulic model. We also have Mike from Flow right coming in next week to tweak the altitude valves and then Ryan will be ready to come in to us with the update. Gene also mentioned a bad transmitter at the West Elm Street tank somehow it was off by 7 to 8 feet.

### **Stormwater -**

Natalie from EPG came in to update Commissioners on the budget. She stated they rearranged the budget at a previous Commissioners meeting to make more funds available for mapping. Natalie said since then, they went out and did 10% of what was digitized just from asbuilt plans, and found that a lot of that was not accurate. So she would like to go over the budget again with the Commissioners to rearrange some of the funding to allow for some more checks and/or field work.

### **Snowplowing –**

Mr. Federico said he finished digitizing the snow plow routes. Commissioners were updated on how we are utilizing the new equipment. Scott Glauben also gave an update on the plowing applications that have been coming in. Said we have been receiving a lot of pickups, but not a lot of big equipment. He advised that we should be looking at Spring Town meeting, to request a new 6 wheeler, because one of the ones we have is not going to make another year. Gene updated the Commissioners on manpower. Said he's currently got 3 crewmen out on leave out of the 7 crew members he has in DPW. Gene said when he meets with Mr. Thorne he's going to discuss the need for hiring more staff and the benefit of part time vs. seasonal personnel.

Outsourcing discussion was brought up by Mr. Bastianelli. The discussion geared towards the pros and cons of outsourcing, such duties as street sweeping, cleaning drains, etc.

Mr. Bastianelli would like a line item in the budget to look at the cost of outsourcing certain DPW activities.

Mr. Federico suggested that DPW work orders be listed in the computer, to show history. Listing the work orders would give us a better handle on the manpower and the time spent on all the different duties within DPW.

### **Alan Hopkins – Payment Plan**

Mr. Hopkins is requesting to be placed on the payment plan program to avoid water bill from going to lien. Commissioner's reviewed his request and his past payment plan history, and their decision is that Mr. Hopkins must pay the arrears listed on bill, and they will allow his 2015 fall billing period to be placed in the payment plan program. He is to pay this off before the spring billing period.

- Motion was made by Mr. Bastianelli to grant payment plan for 2015 billing period.  
Second by Mr. Federico
- Motion to adjourn made by Mr. Federico. Second by Mr. Bastianelli. All in favor.

Respectfully submitted,

Susan Jones,  
Assistant To

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DPW Commissioners