



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**

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

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

**DPW COMMISSIONERS MEETING**  
August 22, 2016

Meeting Place: 100 Center Street Town Hall

Time: 5:30 p.m.

Present were: Jason Federico, Ben Bastianelli, Paul Whitman, Gene Fulmine Jr., and Susan Jones

Payroll and warrants were approved by Commissioners.

**New Business:**

**Water Master Plan, paving for FY'17**

Gene gave a brief update to Commissioners on the recommendations and improvements from EPG. Gene said he and Bob Thornton looked over the recommendations and they both agree with them. The proposed program will consist of multiple flushing zones. Each zone will have written directions, and individual maps (with highlighted hydrants and valves to be flushed and to be closed) and operation instructions for each well station during flushing.

Mr. Federico stated on the Unidirectional Flushing Program that the price quote given of 14k was extreme, and he was not going to sign off approving that amount. Mr. Federico stated he just did one for 8k for the Town of Stoughton which has a much larger system. He feels that EPG already has the Hydraulic model which they can use to do the Unidirectional Flushing Plan. Mr. Bastianelli agreed that the amount was high. Mr. Federico asked Gene to solicit 2 other quotes.

Mr. Federico also wants an idea when he can expect to see the "actual" Master Plan. Gene said he should receive it by the next Commissioners meeting on September 12<sup>th</sup>.

- Motion was made by Mr. Bastianelli on the Unidirectional Flushing Program, not to exceed 10k. Seconded by Mr. Whitman. All in favor
- Motion was made by Mr. Bastianelli to approve work on wells 2, 3, and 5, not to exceed 32k. Seconded by Mr. Whitman. All in favor

**STM Articles, Capital Plans –**

Gene updated the Commissioners on other items for the STM. Said we are putting in for two 550 dump trucks with plow and sanders for the Cemetery and Water Divisions, at a cost of around \$160k for the two, and a vibratory roller for Highway Division. One of the 550 dump trucks would be paid for out the water account, and the other 550 and the Roller from the General fund.

Mr. Bastianelli asked how we are going to move around the roller. Gene said that we have a trailer and a truck for pulling it for the asphalt repairs. Mr. Bastianelli brought up the subject of outsourcing some of the paving repair program. He feels to invest in equipment that we partially

use, when and if we have laborer to do it, is not cost effective. Mr. Whitman says we do use it for patching work, when we have a water break and have to repair that area. Mr. Bastianelli feels before we continue to purchase equipment that we should start looking at outsourcing this work.

Mr. Whitman brought up the subject of the Memory Care Project being built at 49 Cross Street and the street flooding that has been an issue out there years. Developer would like the Town to work with them to correct the flooding which has been a hazard. Gene said he would go out and meet with them to see what details are, and what they are looking from us. Gene said based on Mr. Whitman's description of what they're asking for, it shouldn't cost that much and we should have no issue with the cost.

**Current Water Pumping Update –** Gene told the Commissioners that our water levels are good, even with Well 5 being down, so he does not feel that the Town needs to have a water restriction at this time. Mr. Whitman inquired about the new well project, said he wanted to know if that was part of the funding for this season coming up. Gene said yes, he told them that he wanted it to be part of this Capital Plan, so we can get something going.

### **Highway Garage RFP –**

Mr. Federico gave out copies of the RFP for the Highway Garage and asked if anyone had any comments or questions regarding it? Gene stated he reviewed it and looked at all the Town owned parcels and there is nothing currently available. He said he spoke with a couple of engineering companies and they figure we would require 5 acres based on our site needs.

Mr. Federico said he would like it put out to bid before the fall Town meeting. Both Mr. Bastianelli and Mr. Whitman agreed.

### **Old Business:**

**Storm Water as-built –** Gene said that Scott Glauben has been working on this, but Scott has been out on an injury and he doesn't know where it stands at the moment. Mr. Federico said he went out and looked at Milford Drive since the last meeting and what they showed us as the as-built, is not the as-built. So Mr. Federico said he was not signing this invoice because we've been waiting for answers from EPG on the as-built and we haven't heard back from them about it.

### **Street Sweeping & Roadside mowing update –**

Commissioners inquired about contract for the outsourcing on street sweeping. Gene said he just received the prevailing rates and we will be soliciting from three companies.

### **Mowing –**

Roadside mowing, Gene stated we've been out only 2 hours a day because equipment is overheating and shutting down. Right now crew is out hand mowing to get ready for the paving project.

**Correspondence –** Commissioners discussed removing late fee on an account where the realtor gave us the wrong new owner's name and the actual new owner received the bill not address in their name. They denied waiving the late fee. Said new owners are solely responsible for notifying all utilities of the change in ownership of the property.

- Motion made by Mr. Whitman to send the bills addressed to "Current Resident" on any "new" sales in town. Seconded by Mr. Bastianelli. Mr. Federico amended the motion to

add that within 3 months' time we need to audit those final reading accounts to change name from saying "current resident" to the correct new owner's name. Mr. Bastianelli Seconded that amended motion. All in favor.

A request from the owner of 18 Mira Mesa asked to meet with Commissioners again regarding meter test results and his usage. Commissioner's denied that request as they feel they followed the correct protocol and nothing more needs to be discussed.

Resident of 1 Belle Road requested to meet once again with the Commissioners regarding cutting her water bill. The Commissioner's had previously assisted her greatly with her water bill, and they do not feel it is not necessary to meet again regarding this issue. They will look at her account again at the end of November and make a decision on whether to keep her on, or remove her from the "Do not Lien" list.

**Unscheduled Business after posting of Agenda –**

Gene updated the Commissioners on the FY'17 Paving project. Said they plan to pave Rt. 27 before school opens. They came in and raised all the structures on School and Plain Street which are to the two streets that are ready for the top coat. They will send in the milling crew to for Old Washington Street and Elm Street so they can level and then do the top coat.

Mr. Whitman wanted an update on whether we are receiving any of the material from the high school drainage project. Gene said he didn't know yet as he hasn't been able to get in touch with anyone over there due to illness and vacations. Mr. Whitman stated he's asking because he wants to be pro-active for using the material at Pine Grove Cemetery.

Mr. Federico asked for an update of the RT. 14 Corridor Project. Gene said that that they're doing the drainage from High Street to Rt. 53 and they are doing the road basin on Maquan Street and getting ready to start setting curbment. They are also waiting for the sign off from MassDot for the drainage changes for the roundabout and Lindy's.

Mr. Federico stated he wants Rose and Scott Glauben to maintain snow routes. He'd like to see those routes before we advertise for plow contractors.

**Next Commissioners meeting will be September 12<sup>th</sup>.**

- **Motion by Mr. Whitman to adjourn. Second by Mr. Bastianelli. All in favor.**

Respectfully submitted,

Susan Jones,  
Assistant To

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DPW Commissioners

