



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
November 21, 2016

Meeting Place: 100 Center Street Town Hall

Time: 5:30 p.m.

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

Payroll, Warrants signed. Meeting Minutes of October 17, 2016 approved

New Business:

DPW RFQ Discussion – Mr. Federico stated that he is planning on attending the walk through on Wednesday. He asked if anyone else was planning on attending. Mr. Bastianelli and Mr. Whitman will not be able to as they have previous commitments.

Fire Flow Deficiencies - Mr. Federico asked Gene his plan for the fire flow. Gene stated that they will wait till spring. He may have them open and lift gate valves.

Snow Ops – Mr. Federico asked the Commissioners if they would be interested in having a representative from GIS come in and meet with them. He could speak to the benefits of having a program to monitor the snow operations. Mr. Whitman asked what the cost would be. Mr. Federico stated 10k would be the cost for them to upgrade the program and then a yearly maintenance fee. Mr. Bastianelli stated he understood the concept of the GIS program being offered, but wanted to know, how does that help us down the line? We already have the breakdown of each storm and the cost breakdown (employee overtime, plow contractors, salt cost, etc.) being done in-house. Mr. Bastianelli and Mr. Whitman agreed to have a rep come in to speak on it before they make a decision on spending any money on the program.

DPW Outsourcing – Mr. Bastianelli brought up the subject of outsourcing some of the DPW duties, such as sweeping, maintenance of the catch basins, Pot holes, etc. Gene stated they needed to be careful due to union language about outsourcing the DPW workers duties.

Mailbox Locations on Corridor Project – Mailboxes were placed incorrectly. Mr. Federico asked what our recourse is. Scott G. said he would speak with Peter the State's engineer and tell him we want them to be moved.

Complete Streets – Luciano Rabito, the Manager of Complete Streets at Howard Stein Hudson, met with the Commissioners to give an overview of the program and the cost for his services. He stated the State would reimburse the Town 50k towards his services. Mr. Rabito stated he has helped other towns understand and meet the States qualifying guidelines and help with the submitting of the application. Mr. Whitman stated he would like to review the program again as the State has altered the qualifications since it was last presented to them. Mr. Bastianelli stated that we put a lot of time and effort into this earlier and walked away from

the program. He would like to research and review the reasons why we decided to pass on it back then. Mr. Bastianelli is not ready or comfortable with rushing into this. Mr. Federico recommends that we move forward on this now.

Mr. Rabito added the dates on the Letter of Intent are April 1st 2017, and Sept. 1st 2017.

- **Mr. Whitman made a motion to put this on the next meeting agenda. Motion second by Mr. Bastianelli.**

Old Business:

As built plans for GIS – Discussion on the As built plans used for GIS. Scott G. pulled out some old records which the Commissioners reviewed. There are still questions on whether some of them are right or wrong and have been signed off on. As built plans in question are Wellington, Hill Farm, Farmside and Marylmac. They determined that Marylmac is not correct. Mr. Federico stated that more investigation is needed.

Cemetery Rules & Regs. – Mr. Federico spoke regarding who has the authority to change them. Are we required to hold a public hearing in order to alter them? Gene said he would reach out to Attorney Bob Galvin. Mr. Federico would like hear from Kopelman & Page on this subject. Mr. Whitman said he would notify the Cemetery Committee as well. The Commissioners' want to make sure they are not in violation and will wait to hear from the Town attorneys before proceeding forward.

Drinking Water Quality Testing Results – Mr. Federico asked for the results from the wells. Gene stated we have weekly pumping charts available in house, but he will also download more information from DEP's website. Mr. Federico stated he'd like to receive testing results monthly along with the rates and water loss.

Work Orders – Mr. Federico stated he didn't have the information ready for this meeting. Table it until their next Commissioners meeting. Mr. Federico said the Rep from GIS will also be able to speak on work orders at the next meeting.

Directors Qualifications – Mr. Federico will address this at later meeting, when he's had a chance to review his notes. Mr. Whitman added that he wants to see whoever the Assistant Director, to be able becomes and qualified to step into the Director's seat if he/she is out for a period time.

Correspondence – Commissioners reviewed three letters from residents seeking water abatements.

First Church Trustees are concerned that the Route 14 corridor project will impede access to the lower level of the Sewing Circle building. They are asking for a curb cut on the corner. Commissioners said no to curb cut, but asked that DPW make it more accessible for them. Mr. Bastianelli and Mr. Federico said they will address it again at their next meeting.

The resident at 27 Carriage House asked the Commissioners to reduce his bill to the lowest tier. Business owner at 8 Main Street asked for his high bill to be adjusted do to a leak in a tenant's apartment above the store. Water tech stated the leak was not in a tenant's apartment it was in the business itself and it could be heard running before you even reached the back of the store.

- Motion made by Mr. Whitman to abate 27 Carriage House to the lowest tier. Second by Mr. Bastianelli. All in favor.
- Motion made by Mr. Whitman not to abate commercial property at 8 Main Street. Second by Mr. Bastianelli. All in favor.

Unscheduled Business -

Elementary School - Mr. Federico asked for an update up at the Elementary School sidewalk. Scott Glauben stated they need to build a retaining wall as the slope is bad. Mr. Bastianelli and Mr. Federico stated that they would go out and take a look at it and what materials are needed. They want this put on the next meeting agenda.

Repairs on wells 2 & 3 – We are going to go with Mars Company who came in as the lowest bidder. Gene stated work would begin as soon as they can get well 5 back on line.

Hydrant Openings - Mr. Federico said he wants Gene to reach and speak with the Chief about his department not notifying the water department that they have opened up hydrants around town. Mr. Federico said he would reach out and speak to the Chief if he doesn't like the response Gene gets from the Water Foreman.

Unidirectional Flushing – Mr. Federico said he reached out to Weston and Sampson. Their cost to update and give us mapping is less than the 10k we got allocated at Town meeting. Gene said he thought the Commissioners authorized the 10k with EPG. Mr. Federico disagreed. Gene stated he would review previous meeting minutes on this subject.

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

Respectfully submitted,

Susan Jones,
Assistant To

DPW Commissioners