

MINUTES OF BPW MEETING

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TOWN OF HOLYOKE
July 10, 2017
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Members Present: Chairman Stephen Santos, Barry Linton, Thomas Haluch, Alex Simao, Guilherme Rodrigues

Also Present: Steven Frederick, Amy Priest

At 6:00 p.m. the meeting was called to order by Mr. Santos and all stood for the Pledge of Allegiance

No Appointments:

No Correspondence:

Mr. Santos then asked Mr. Frederick for his report.

Mr. Simao asked, "What did you do with the fees"? Mr. Frederick replied, "see page 13".

Mr. Santos added, this is something we need to talk to the police department about. Do all the applications *have* to go to police dept.?

Mr. Frederick replied, "I can talk to the chief".

Mr. Haluch added that sending them over there is a safety issue. They need to know where we are working.

Mr. Frederick said; let me start a conversation with them.

Mr. Linton said they could also let us know when someone is working without a permit.

The next item is Chapter 90. I've been working on this, trying to get this up to date. Some are ready to close out; ultimate goal is what is available. Looks like \$96,500. Amy and I have been working on it.

Next is Project Requests – West Street, Holyoke Street to Stony Brook. Slight change in how we do. Looking to get a hot box, it's on the State List. There is a sheet in your packet to look at, at your leisure. Cost is \$43,000. Mr. Linton asked, "you used one in Chicopee in the winter"? Mr. Frederick replied, all year long, far better than cold-patch. Set the timer at 11 p.m. and it is ready in the morning. To segue into my fourth item, Miller Street try to get them up and out the door, before it gets too late to do. Also the crack-sealing project – like to do a five year project.

Mr. Rodrigues asked about Miller Street, there is a low spot by the trailer park. Any questions?

Mr. Linton asked how Ken felt about the hot box, Mr. Frederick said he was for it. Mr. Santos asked what would have to be stock-piled for it. Mr. Frederick replied, bituminous, windrow it. Mr. Santos asked what if it was under the snow? Mr. Frederick replied this is started more into the spring or in a January thaw. Mr. Santos: will they demo first? Mr. Frederick: yes anytime.

Looking at long term Capital Plan – Pioneer Valley Planning paving management \$15,000 – strategic plan: Randall Road, do the bad sections first or do the overlay in certain sections.

Mr. Santos: We as a Board discussed the Pioneer Valley Planning project didn't do anything with it. Mr. Frederick, I'll get some more info together.

Mr. Linton: The agreement we have now is twenty years old. Jim updated it.

Mr. Frederick: regarding a new time clock, met with the company that put in the current system. \$8500 to upgrade. Agawam, West Springfield and Chicopee all use it, tailored toward Public Works use, snow, overtime etc. If you can't clock in, it will verify three times and then take a photo so the person does get clocked in. Mr. Simão, any annual fees? Mr. Frederick: I will get that for you. Any other questions?

361 Miller Street was inspected this morning, 9" difference in elevation. Mike Pietras was there, took the shots. He is on board for getting them on gravity. Co-coordinating with plumber etc.

Mr. Simao: I have a question on the director's report. How far back are you going on the Chapter 90 items? Mr. Frederick: I have the MASS D.O.T. print out that goes back to about 2013. Mr. Simao: How many don't match? Mr. Frederick: about seven, projects may have run high.

Mr. Simao: Motion to accept the Director's report as read. Mr. Rodrigues seconded the motion. Mr. Santos: motion made and seconded. All in favor.

Mr. Santos read the Assistant Town Engineer's report. See copy attached.

Mr. Simao made a motion to accept the Assistant Town Engineer's report. Mr. Rodrigues seconded it. All in favor.

Mr. Santos read Mr. Batista's report into minutes. See attached. Mr. Simão: accept report as read, Mr. Rodrigues seconded. All in favor.

Mr. Frederick said that he had looked at the dam inspection reports and would have a report for the Board at the next meeting.

A question was raised about funeral homes not contacting us prior to scheduling. Mr. Frederick said he would ask Ken Batista to draw up a letter.

Mr. Haluch mentioned that we should lime and seed Sportsmen's Road grassy area.

Mr. Santos questioned re: schools mowing etc., our responsibility or school dept.? Mr. Haluch asked if we still get a stipend from School Dept to mow, Amy said we get \$15,000 at year's end.

Mr. Linton – on Ken's report do we have the sweeper scheduled for repair? Mr. Frederick, there were no bids received. Mr. Santos then asked if we could do it as a sole provider? Amy said we would have to go out to bid once more.

Also, ask Ken if we scheduled Nick Silva Field as regards to parking space. It is now July and there was \$50,000 appropriated for it 10 years ago. We should get this done and later address the sidewalk and exit issue.

Mr. Simao said I spoke to Florence regarding the number of lots left in the Island Pond Cemetery and she said there were not many left. Mr. Linton said there are some rows we can use such as the right-of-ways. Mr. Simao said we should be ready in the spring with the new one. Mr. Linton said he thought of using the space in the front of the cemetery behind the cannon for a flat marker section. Mr. Simao said isn't that restricted by the deed? Mr. Linton said no Florence had looked at that and there is no restriction.

Mr. Simao then asked about the tree issue at First Church, we should look at them and see if it is on our property. A resident keeps asking about them.

Mr. Santos said pass the Construction Within the Public Way permits down to be signed by the Board. Asked for a motion to have the Director sign them going forward Mr. Simao motioned, Mr. Rodrigues seconded.

Mr. Santos read a letter from Kim Collins, Town Accountant asking the Board to transfer funds that has been allocated to incorrect accounts in past years. He had Amy write a response letter to her and asked the board to vote to transfer same. The total was \$17,732.03. Mr. Simao motioned, Mr. Rodrigues seconded.

Meeting with the Planning Board will be on 07/13/2017 in the Board of Selectmen's Conference Room to discuss Storm Water and over cutting of sub-divisions, who would enforce and collect fees? Building Inspector?

Tom do you have anything? Yes how are we doing with Steve Jablonski? Mr. Santos: we didn't get the grant from the state. (Mr. Haluch thought we did) There will be a second round and Ellie Villano said we might possibly get a chance then. Mr. Haluch also asked are we on track for the sewer jobs, Rood Street, Sunbriar and 39 Pond St. In a Nov. meeting we voted to cut a tree down there and nothing has been done. Mr. Frederick said he would speak to Ken about it.

Barry? Nothing Alex? Nothing, Bill? yes there was no one watching the compost area last Saturday. Couldn't one have been taken from the Transfer Station? Mr. Santos said there was a conflict with getting the fields taken care of and a burial at the cemetery. Mr. Rodrigues also mentioned that on Holyoke Street the welcome to Ludlow sign is all overgrown and one letter is missing.

Mr. Santos asked if we were all set with the cemetery roof? Yes Where are we with the Spfld Water & Sewer patches? There are ones on Lyon, Holyoke and Center St.

Mr. Haluch said can we fix the front of this place? The area makes a very poor presentation to the public, needs to be done over with flowers and shrubs etc.

Mr. Santos asked about the Heating and Air Conditioning for this building. Mr. Frederick responded that J.T. had some figures and he would look into it and report back.

Next BPW meeting will be on 07/24/2017.

Meeting adjourned at 7.23 p.m. Mr. Simao motioned and Mr. Rodrigues seconded.

NOTES ACCEPTED:

[Signature] Chairman

[Signature]

Bill Rodrigues

[Signature]

DATE: 8/21/17

[Signature]
Administrative Assistant