

BOARD OF PUBLIC WORKS
MEETING MINUTES
December 23, 2019

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Members Present: Thomas Haluch, Barry Linton, Bill Rodrigues, Alex Simão, John Davis

Members Absent:

Also Present: Mike Suprenant, Amy Priest

Mr. Haluch called the meeting to order at 6:00 P.M. All present stood for the Pledge of Allegiance.

973. CORRESPONDENCE: Letter from Vanessa Wajdula regarding tire damage due to a pothole on Cady Street near the intersection of Fuller Street. Mr. Linton motion to send to insurance. Mr. Simao second. All in favor. Letter from Safety Committee regarding a request from Albert and Alice Costa for the Town to remove a Public Shade tree located at 369 Lyon Street. Mr. Linton said it is a healthy tree, not very big. Safety Committee told them if they wanted to have it removed they would need to have a hearing because they voted unanimously that there is no safety issue. Mr. Simao motion that we go out and take one more look and contact resident to let them know. Mr. Linton second. All in favor. Letter from Jason Martins regarding vehicle damage due to a pothole near 46 Cady Street. Mr. Linton motion to table it until we get an amount then send to insurance. Mr. Simao second. All in favor.

DIRECTOR'S REPORT: Mr. Suprenant met with Jason Murray from Murphy Recycling, LLC to discuss pricing for Municipal Solid Waste and Single Stream Recycling at their facility. Their proposal is \$97/ton, which is considerably less than \$145/ton from Waste Management's bid. Average commodity rate is substantially different between 2 proposals. Murphy also proposed \$85/ton for disposal of trash. We have already received better pricing from Community Eco Power, LLC (Covanta). Price from Casella was a little bit higher. He has also been in contact with K&W in West Springfield and Roy Boyer @ Waste Management to see if we can get better pricing. We have until the end of January to make a decision. Cost of snow/ice to date is \$119, 747.49. Center Street issues. Mr. Suprenant contacted Mark Shea, MA DOT, regarding why there are no regulatory signs at Cherry Street/McDonald's intersection and why there are no regulatory pavement markings at I90 Mass Pike intersection. Mr. Shea replied that he has asked the contractor to install temporary lines and street signs. He has called them again. Mr. Suprenant is not too optimistic with the Christmas holiday. Focosi Lane sewer work has not been going well. We have stopped the contractor for non-compliance with DPW regulations and have received phone calls from OSHA regarding safety issues. Mr.

Simao motion to have contractor come in to discuss. Mr. Davis second. All in favor. Annual bids were opened on December 12. Mr. Suprenant recommends the Board votes to award the contracts to the low bidders. Mr. Linton suggested we put the landscaping out to bid separately. Mr. Suprenant said if it is under \$25,000 we can advertise locally. Mr. Linton motion to advertise locally. Mr. Simao second. All in favor. Mr. Simao motion to re-advertise anything we didn't get any bids on. Mr. Linton second. All in favor. Mr. Simao asked about Mr. Santos' bid for \$1,200 for opening grave at cemetery. Mr. Suprenant said if the Board feels it is in the best interest of the Town we can re-bid. Mr. Linton motion to re-bid cemetery. Mr. Davis second. Mr. Haluch said we do not need to use the contracted bidder if we don't need to. We can award the bid, but choose not to use him. Mr. Simao motion to accept bids. Mr. Rodrigues second. All in favor. Draft budget for FY21 for both DPW and Sewer Enterprise Fund. Personnel is good except for waste collection. Mr. Suprenant put in for 2 part time temporary laborers that the Board requested. And reduced the overtime substantially in the waste collection. Mr. Linton said he understands Wayne is not coming back so his money should be put towards the 2 part time positions. Mr. Haluch said he just wants help, he doesn't want to not come back. Mr. Linton also said that we have to lock the back gate. People should be coming through transfer station gate and attendant direct them to brush, trash, recycling, etc. Mr. Suprenant forgot to include mechanics tool stipend. In the general expenses, he added \$350,000 for disposal. Without that, the requested increase is 3% for the entire department. Total budget request is \$3,482,360.00, still to be revised. For the Sewer Enterprise Fund, last year there was nothing budgeted for health insurance or general property insurance, which is about \$45,000. A project that is \$56,000/year that is being paid out of the general fund may be able to be moved to the Enterprise Fund. Mr. Linton said the shared services intergovernmental fund, \$158,000, is being taken out of the Sewer Enterprise Fund. That helps to pay for the Town Clerk, Town Collector, Town Hall. He wants to build that fund up and do some sewers with that money. The accounts receivable from the most recent billing is \$2.3 million. Total expenses for Sewer Enterprise will be \$1,775, 929.00, which is again not a final number. Mr. Simao asked about line item named full time appointed official, \$336,000. Mr. Suprenant said that is the entire administrative staff. Mr. Suprenant will discuss the needs for staffing with the Operations Supervisor and get back to the Board. Mr. Rodrigues said the problem now is management. Mr. Simao motion to accept Director's report. Mr. Rodrigues second. All in favor.

OPERATIONS SUPERVISOR'S REPORT: None.

OLD BUSINESS: Director/Town Engineer position. Board to review applicants and hire to fill vacancy. One new applicant from Holyoke, who has a lot of experience as working as an operations supervisor. He does not have a license or P.E., which the job requires. We

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have Mike's resume, which fulfills all the requirements. Mr. Haluch said that as a part time employee, he's done a great job. We're getting much more balanced and organized with our department. Mr. Haluch would like input from the Board, then would like to look @ what his rate would be. Also, would like to have the contract reviewed by the Board, then Town Council, Ellie and HR. Would like it reviewed at the next meeting on 1/7/2020. Mr. Simao stated Mike has done a good job. He was very upset with Simonds Street. He has not seen any cemetery or sewer plans. Does not know what follow up was to the problem with the snow storm. He did not vote for him the first time and he was not recommended by HR. He is hoping for someone better. Mr. Linton said he's disappointed in that he did not call 3 contractors to get some sewer plans done. He's done well so far in that it's more of a management job than engineering. He is in favor of giving him another year. Mr. Rodrigues said he's happy with him. He's stabilized the DPW. Thinks we should hire him full time. Mr. Davis said the he's done a very good job with a tough position. Mr. Haluch said that under the circumstances there is a much better atmosphere. Office is working well with the garage and there is a better line of communication. If he was here when we advertised in October 2018, we would be much further along getting the place to where we'd be happy with it. Maybe we could add staff to the Engineering Department so Mike can delegate some of the services we're looking for. Mr. Haluch thinks it would be a big step forward to bring him on full time. Mr. Suprenant said he's a step 3, looking to be a step 4. Mr. Simao recommends he be given a full time position without benefits and review in 3 months. Mr. Rodrigues motion to hire Mike as Director/Engineer full time step 4. Mr. Davis second. Vote 4-1, Mr. Simao against. Mr. Suprenant said Thank You for the opportunity over the last 6 months. He is also frustrated that a lot of the engineering work he planned to do has not progressed as fast as he had hoped. He did not anticipate the trash and recycling taking as much time as it has. He has asked Mott MacDonald for a sewer proposal but has not received anything yet. Mr. Linton does not want a whole study, just Grimard Street, Tower Road and Motyka Street. Money is in budget from last year and if we need more we can go back to Town Meeting.

NEW BUSINESS: Mr. Davis asked if we have any more snow plow applications. Mr. Suprenant said that today we had to pick up some plows from Gomes because they are not going to plow for us anymore. They don't want to ruin their equipment. Mr. Linton suggested for next year we advertise with a better price. It's too late in the season this year to get any front end loaders. Mr. Suprenant said the rate difference from Springfield is about \$140/hour, while Ludlow is \$110/hour. Mr. Linton motion to allow Mike and Kenny to get together to review plowing numbers and use their own discretion so we can be competitive with other towns. Mr. Davis second. All in favor. Mr. Simao asked about potholes. Also wants to put something in the register about the Transfer Station for next season about the rules and regulations. Wants to make sure

everyone has a sticker. Mr. Haluch asked about possibly selling some reclaimed material. Mr. Haluch said there is a tree on Moore that resident would like removed. Mr. Haluch thinks because of the safety issue, we could put a request in for the Public Shade tree removal. Also, resident on 25 Benton Street has trees that are in the wires she's concerned about. Mr. Haluch asked if Mike and Kenny could go out and take a look.

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At 7:11 P.M. Mr. Linton made a motion to adjourn. Mr. Simao second. All in favor.

NOTES ACCEPTED:

Amy Kurtz
Clerk