

WATER RESOURCES DEPARTMENT

The Board of Water Commissioners met on Monday, January 4, 2021 via telephone conference. The meeting convened at 5:00 PM via teleconference

Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §20, and the Governor's March 15, 2020 Order imposing strict limitation on the number of people that may gather in one place, this meeting of the City of Westfield Water Commission & Board of Public Works will be conducted via remote participation. Specific information and the general guidelines for remote participation by members of the public and/or parties with a right and/or requirement to attend this meeting can be found on the City of Westfield website at www.cityofwestfield.org. For this meeting, members of the public who wish to listen to the meeting may do so by tuning into Channel 15 or online at westfieldtv.org. No in-person attendance of members of the public will be permitted, but every effort will be made to ensure that the public can adequately access the proceedings in real time, via technological means. In the event that we are unable to do so, despite best efforts, we will post on the City's website an audio recording, transcript, or other comprehensive record of proceedings as soon as possible after the meeting.

RECEIVED
MAR 15 2021

AGENDA ITEMS:

Pineridge Drive sewer project- closeout change order

City Engineer Mark Cressotti presented to the Board a final change order for the contract in regards to the Pineridge Drive sewer project. The funds being returned are due to overestimated quantities.

Motion was made by Commissioner Cole to approve change order 1 for the Pineridge Dr. sewer project to Ludlow Construction Co. Inc. in the credit amount of \$135,020.54. Motion was seconded by Commissioner Niedzielski. Motion approved.

Roll call vote:

Commissioner Cole- YES

Commissioner Popielarczyk- YES

Commissioner Niedzielski- YES

Discuss funding for Western Ave- East (phase 2)

City Engineer Mark Cressotti disused the next phase of the Western Ave project with the Board. He informed the Board of what will need to be done in regards to the water service and that he will be looking for money from the division. Budget Analysts Joanna Williams and Acting Director Francis Cain informed the Board the only place the money is available is in the undesignated account. The Board agreed the funds can be taken from the undesignated account. Joanna informed them that the funds have not been approved/released from the Council, but once it does the allotted amount needed for this phase will be given to Mark for funding.

Discussion and recommendation on sewer rate increase

Deputy Superintendent Jeff Gamelli shared a Power Point presentation of the department's revenues and expenses and the need to adjust the rates to handle increased expenses and the resources to annually focus on capital projects within the wastewater system. Jeff is recommending that the division increase the sewer rate to 8% for the next 3 fiscal years. Commissioner Cole asked in years prior has the division always paid for the short falls of funding from undesignated. Joanna Williams replied yes, the division has always paid for operational costs from undesignated. Undesignated funds are not meant to be used to cover operational costs, but the division has had to for many years now. At this time the division is unaware of how much is available this year for undesignated since the Audit Department has not released the numbers. Jeff's hope is that over the next 3 years the revenue will catch up and the division will be able to have money to spend on new pump stations, etc.

Motion was made by Commissioner Niedzielski to recommend the sewer rate increase as presented by Jeff Gamelli to City Council. Motion was seconded by Commissioner Cole. Motion approved.

Roll call vote:

Commissioner Cole- YES

Commissioner Niedzielski- YES

Commissioner Popielarczyk- YES

Discussion of Abatement/Refund Policy

Office Manager Hannah Larkham presented to the Board the proposed changes the division has worked on. Joanna Williams had submitted a request prior to the meeting that the Board would like for the division to consider. This item will be put on the next agenda for further discussion.

Approval of Minutes:

Motion was made by Commissioner Cole to approve the minutes dated July 7, 2020. Motion was seconded by Commissioner Niedzielski. Motion approved.

Roll call vote:

Commissioner Cole- YES

Commissioner Popielarczyk- not present

Commissioner Niedzielski- YES

Motion was made by Commissioner Niedzielski to approve the minutes dated October 6, 2020. Motion was seconded by Commissioner Popielarczyk. Motion approved.

Roll call vote:

Commissioner Cole- not present

Commissioner Popielarczyk- YES

Commissioner Niedzielski- YES

Motion was made by Commissioner Cole to approve the minutes dated November 3, 2020. Motion was seconded by Commissioner Niedzielski. Motion approved.

Roll call vote:

Commissioner Cole- YES

Commissioner Popielarczyk- YES

Commissioner Niedzielski- YES

Project Updates

Water Systems Engineer Heather Stayton discussed the department updates. Wells 7 & 8 were given their final approval to operate Owen District Water Treatment Plant from the Department of Environmental Protection (DEP) on August 4th. An active (punch list) construction work is ongoing. Approximately 67 million gallons of treated water has gone through the treatment plant. The results from the required testing are meeting the DEPs requirements.

The temporary treatment vessel at Well 2 has run approximately 320 million gallons of treated water. The results from the required testing are meeting the DEPs requirements.

Conditional approval for the Dry Bridge Treatment Plant has been received from DEP. The Department will proceed with permitting, neighborhood outreach, etc. The Department has submitted for State Revolving Funds (SRF) for this project and are waiting for the SRF determination which will give us information to decide whether to proceed with utilizing this funding or go with a different funding mechanism. If the City goes with SRF, the division would then incorporate any of their conditions into the design and proceed to bidding document preparation.

The new tank at East Mountain Rd has been installed and is online. The old tank is disconnected from the system and is scheduled for demolition this month.

The Reservoir is currently full due to the inclement weather we experienced this past month.

The next meeting will be scheduled on a needed basis due to the pandemic.

Adjourn

Motion made by Commissioner Cole to adjourn; Motion seconded by Commissioner Niedzielski, Motion approved.

Roll call vote:

Commissioner Cole- YES

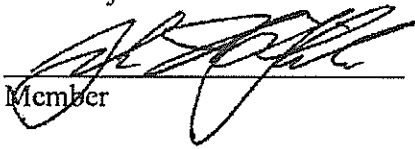
Commissioner Popielarczyk- YES

Commissioner Niedzielski- YES

ADJOURN: 6:12 P.M.

Chairman

Secretary



Member



BOARD OF PUBLIC WORKS

March 10, 2020

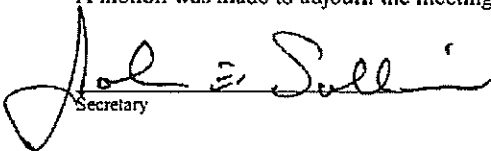
Convened: 7:00 P.M.

Present Dave Billips, Director of Public Works
Fran Cain, Assistant Director of Public Works
Casey Berube, Deputy Superintendent
Jeremy Cigal, Assistant Civil Engineer
John Sullivan, Chairman
Tom Pereira-Secretary
Hannah Larkham- Office Manager

Reading of the minutes of the February 11, 2020 meeting waived and accepted.

- 1. Public Participation:** Matt Roman asked if there was any interest in building a new highway facility. Commissioner Sullivan asked Director Billips if he was to build a new facility where would the ideal location be. Director Billips responded with somewhere up in the north part of town, that is where most of the open property is available for such a large space. Assistant Director Cain and Deputy Berube concurred with Dave's answer.
- 2. City Councilor Communications:** None
- 3. Department of Public Works Monthly Report:** Deputy Berube presented the monthly report to the Board. This past winter we have had two major storms and some smaller snow/ice events. The contract for recycling has been finalized and the projected budget is \$400,000. The department is also looking at long term solutions for the recycling in the City. The budgets for the Public Work divisions have been submitted for their first review. The Transfer Station is still waiting for two trash trucks to be delivered, we are hopeful it will be sometime in May. Year two of the capital plan is in the fiscal year 2021 budget. There are currently three open positions for the Public Works- two Special Heavy Motor Equipment Operators and one Motor Equipment Operator. Unfortunately there are no applicants on the Labor Service List. The Department will need to get creative when posting the positions to entice people to apply. We are also working with Personnel on hiring qualified people, whether this means allowing people a probationary period that allows them to obtain the appropriate licensure. The final item is the Department is considering changing the ordinance in reference to only being responsible for the City Sewer main. The Department has run into some issues with private vendors calling us out to clear the main, but we would like to know where the block came from and this would only be accessed within the property or the service line.
- 4. City Engineer Mark Cressotti:** Jeremy Cigal was present at the meeting filling in for Mark. He informed the Board of a few projects that are to begin this construction season. The drainage work on Western Ave is set to begin this spring with the major paving aspect to begin once Westfield State is out for the summer. Phase 1 of the project is projected to be finished in the fall. Phase 2 will go out to bid in the winter and start construction next spring. The Columbia Green Railway is underway with tree clearing along the Thomas St, Chapel St, and Orange St bridges. Redoing all these bridges with also including the new bridge at Stop & Shop and the Elm St Bridge will take at least two years. The biggest undertaking will be the Elm St Bridge. The bridge will need similar work that was done to the Westfield River Bridge and will also need to be raised. Due to the low clearance and the heavy traffic, this will take some major planning. The final item is the work being done on the Cowles Bridge. The bid is going out in April. The plan is to not shut down the bridge, they will build the new one alongside the old one so the traffic will not be disturbed.

A motion was made to adjourn the meeting at 7:22 PM.


Secretary