

BOARD OF PUBLIC WORKS
January 6, 2026

Convened: 7:00 PM City Hall – Room 201
Present: Thomas Pereira - Chairman
Alexander Fagnand - Secretary
Matthew DeGray - Member
Randal Brown – Director of Public Works, P.E.
Casey Berube – Deputy Superintendent of DPW
Laura Bussolari – Head Clerk

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WESTFIELD CITY CLERK

Motion to Waive and Approve Minutes for December 9, 2025: Motion to wave the reading, Voted 3:0. Minutes Accepted and Voted 3:0.

Public Participation: No participation at this time.

City Council Participation: No participation at this time.

Discussion and Possible Vote on Temporary Repairs on Private Way, Belvedere Gardens: Belvedere Gardens is a private way extending from Clinton Avenue serving three multi-family style apartments. The residents have petitioned for temporary repairs, and the Petition appears to meet the Ordinance ("Temporary Repairs on Private Ways" – Ordinance #1778). The City has completed pothole repairs in the past, as well as provided plowing and trash/recycling collection; however, the road did not meet the requirements for becoming a public way, if sought in a future petition. Given the new City Ordinance, the Department of Public Works Board motioned to table this matter pending legal consultation to ensure they are handling these requests properly. Voted 3:0 to table request.

Department of Public Works Monthly Report: Director of Public Works, Randal Brown reviewed this monthly report - See attached.

Discuss Next Meeting Date: Next meeting is scheduled for Monday, February 9, 2026, at 5:00 pm in room 315

A motion was made to adjourn the meeting at 7:37 PM.


Secretary



CITY OF WESTFIELD, MASSACHUSETTS

Department of Public Works
28 Sackett Street, Westfield, MA 01085
(413) 572-6226

Randal Brown, P.E.
Director of Public Works

Commissioners – Board of Public Works:
Thomas H. Pereira, Chairman
Alexander D. Fagnand, Secretary
Matthew DeGray, Member

MONTHLY REPORT TO BOARD OF PUBLIC WORKS JANUARY 6, 2026

- Here's a list of current Highway projects / initiatives:
 - Conducted snow operations for the 12/2 storm.
 - Line striping and pavement markings: Completed for the year. Will revisit in the Spring.
 - 25 MPH signage at City limits: In progress - securing quotes for signs.
 - Assessment of all sewer siphons: In progress
 - Hillside Road @ City View Road: Planned drain cleaning
 - Dartmouth Street: Planning phase to install drain outfall backflow prevention valve
 - Curb-side leaf collection ended in mid-December.
 - Christmas tree collection ongoing. Drop-off locations at City Hall, Twiss Street Transfer Station, and Hampton Ponds Playground.

- FY26 Budget Summary (as of 12/31)

Stormwater (68504550)

- Budget - \$950,380.00
- Expenses - \$585,496.96
- Revenue from Stormwater Fees- \$333,306.01

Waste Collection (14330000)

- Budget - \$3,228,384
- Expenses - \$1,382,432.73

Highway (14210000)

- Budget - \$2,981,012.00
- Expenses - \$1,271,440.06

Sewer (67004490)

- Budget - \$1,059,923.00
- Expenses - \$296,740.10

Snow & Ice (14230000)

- Budget - \$400,365.00
- Expenses - \$247,672.32

- In compliance with the MS4 Stormwater Permit, Illicit Discharge Detection and Elimination (IDDE) investigations will resume in the Spring thru Woodard and Curran. Approximately 50% of wet weather and dry weather inspections are complete. All inspections are required to be completed by June 2028.
- DPW is planning to submit a grant application to the *Culvert Replacement Municipal Assistance Grant Program* for a culvert replacement on Bates Road. Applications are due 1/9.

5. Construction continues on the Nathaniel Hill development off Falley Drive. The on-site drainage has been installed and the contractor is working on the sewer system. DPW is providing periodic inspections.
6. Summary of open Street Acceptances and other Resolutions
 - a. Accept Cardinal Lane as a public road
 - b. Accept Maplewood Avenue as a public road
 - c. Accept Belvedere Gardens as a public road
 - d. Review of local regulations regarding sewer availability and septic systems, specifically inquiring if a property could be forced to hook up to the municipal sewer system or to assess betterment/privilege fees.
7. DPW met with several candidates in early December and offered job positions to six individuals, including 4 Motor Equipment Operator / Laborer positions in Highway, 1 Motor Equipment Repairman in Highway, and 1 Heavy Motor Equipment Operator in Waste Collection.
8. Summary of On-going Collaboration with Engineering Department and/or MassDOT:
 - a. Cowles Bridge Replacement – Traffic signal inspection on 1/13. Punchlist and cleanup items remain.
 - b. Westfield River Levee Multi-Use Path from Franklin Ave. to Williams Riding Way – Fencing and locks on light poles installed in December. Punchlist and cleanup items remain.
 - c. Columbia Greenway Retaining Wall Extension near Chapel Street – Nunes Construction started work in December.
 - d. Franklin Street Improvements (includes permanent bump-outs and islands from Elm Street to Maple Street) – work expected to start in Spring/Summer 2026
 - e. Southwick Road and Mill Street Improvements (includes paving, sidewalk replacements, traffic calming, and intersection improvements) – work expected to start in Spring/Summer 2026
 - f. Southampton Road & Servistar Industrial Way Intersection Improvements – 25% design is underway by MassDOT. Construction scheduled for 2027.
 - g. Mechanic Street Road Safety Audit – Held kick-off meeting with consultant in December.
 - h. Bottleneck Intersections – Evaluate, design, and construct improvements at 4 intersections thru a \$500,000 grant with the Local Bottleneck Reduction Program. Intersections include Franklin Street at Elm Street, Franklin Street at Washington Street, Washington Street at Court Street, and West Silver Street at Pleasant Street. Kick-off meeting TBD in January 2026.
 - i. Holyoke Road Bridge Replacement over Pond Brook – Consultant waiting for Notice to Proceed from MassDOT to start design efforts. Funded by grant thru Small Bridge Program.

Randal Brown, P.E.
Director of Public Works