

BOARD OF PUBLIC WORKS  
February 9, 2026

RECEIVED

Convened: 5:00 PM City Hall – Room 315

Present: Thomas Pereira - Chairman  
Alexander Fagnand - Secretary  
Matthew DeGray - Member  
Randy Brown, P.E.- Director of Public Works and Acting City Engineer  
Casey Berube – Deputy Superintendent of DPW  
Laura Bussolari – Head Clerk

MAR 4 2026

WESTFIELD CITY CLERK

**Motion to Waive and Approve Minutes for January 6, 2026:** Motion to waive the reading, Voted 3:0. Minutes Accepted and Voted 3:0.

**Public Participation:** New Maintenance Director for Friends of the Columbia Greenway, Chris Steger introduced himself. He stated that there is an appreciation luncheon for the employees which is currently being arranged, however: due to inclement weather, it will be scheduled at a later date, and the invite will be extended at that time.

Friends of the Columbia Greenway Board Member Bob Hamel discussed some new trail regulation signage that will be posted. The Westfield Police Department is currently working on the language of these regulations and once complete, the Friends of the Columbia Greenway will require assistance from the Department of Public Works to help with the posting of said signage. They are looking to post a total of 8 signs. These are not for legal purposes, but instead for safety.

**City Council Participation:** City Council Board Member, Cindy Harris expressed her appreciation and gave kudos to the Natural Resources Department for their part in removing trees on South Maple Street, that were interfering with passing trucks in the area.

**Discussion and Possible Vote on Temporary Repairs on Private Way, Belvedere Gardens:** The Board continued the discussion on the petition from the residents of Belvedere Gardens. Randy Brown read an opinion from the Law Department that 1) approving temporary repairs does not establish a legal precedent or imply a determination that the road is eligible for acceptance as a public way. 2) approving temporary repairs does not create a legal precedent requiring approval of similar requests in the future, and 3) approving temporary repairs could be characterized as proof that the city considers it a private way. The Law Department considers Belvedere Gardens a Common Driveway, not a Private Way. City Council Member Ralph Figy stated that the road needs repairs as soon as possible due to damage from snowplows and other use. No vote taken.

**Discussion and Possible Vote on Road Acceptance for Cardinal Lane:** Randy Brown provided a recommendation to accept Cardinal Lane. The road surface is in poor condition, but the rest of the road is in good order and suitable for acceptance. Cost is estimated at \$220,000 for milling and paving this roadway. Recommendation to City Council for Road Acceptance was Voted 3:0 in favor of acceptance.

**Discussion and Possible Vote on Road Acceptance for Maplewood Avenue:** Randy Brown provided a brief history of Maplewood Avenue. Maplewood Avenue was built in 1915, divided into a 31-lot subdivision and over the years, into what is currently 7 lots. There is a recorded plan dated 1915 showing the layout of Maplewood Gardens (now Maplewood Avenue). However, the plan does not show Metes & Bounds identifying property markers, and the roadway is also in poor condition. Per City Ordinance 16-101, homeowners should provide the metes and bounds description. The recommendation of Randy Brown is to advance this with the caveat that the residents hire a surveyor to develop a Metes & Bounds Survey and then present back to the Board for review and approval. City Council Member, Ralph Figy offered to present this information to the residents. No vote taken.

**Discussion and Possible Vote on Temporary Repairs on Private Ways for Alexander Place, Daniel Ridge, Edward Street, Gifford Avenue and Woodland Avenue:** The Board reviewed petitions from residents of these streets requesting temporary repairs. A summary of the requested repair and costs were presented by Randy Brown – see attached. The Board acknowledged that each of these roadways are in need of some repair: however, there is no funding mechanism or a method to prioritize one street over the other.

Cheryl Ruscio from Garden Avenue raised concerns about the integrity of the roadway and whether she is responsible for the trees in need of attention. Ron Komega from Daniel Ridge asked about costs involved in making the roadway up to City Code for acceptance. Residents have been patching the potholes themselves; however, they are looking to have their roadways temporarily repaired for now and accepted at a future date if possible. Donna Tisdell from Gifford Avenue requested that the roadway be re-graded as the continued patching washes away when it rains. City Councilor Karen Fanion, stated that she has been working with the residents of Gifford Avenue and Edward Street as well as the City Engineer and it was found that the roadways did not meet standard City Code. City Councilor Bridget Matthews recommended a Betterment Plan, which is similar to property liens to assist in the funding. This plan had been priced and was a more economical option.

Board Member Alex Fagnand expressed the importance of a standard procedure for the request of Temporary Repairs and Street Acceptances on private ways to be able to obtain accurate data, prioritize the order of importance as well as available funding. It was recommended that an ad hoc committee with Mayor McCabe, City Council, and the Board be scheduled to discuss these repairs and establish an order of priority. This meeting will be open for public participation. No vote taken.

**Discussion on Signature of Account Payable Bills Memo:** The Board acknowledged the 1/23/26 memo from the City Auditor regarding Board signing of account payable bills.

**Department of Public Works Monthly Report:** Randy Brown reviewed this monthly report - See attached.

**Discuss Next Meeting Date:** Next meeting is scheduled for Tuesday, March 3, 2026, at 5:00 pm in room 201

A motion was made to adjourn the meeting at 6:10 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**  
**FEBRUARY 9, 2026**

- Here's a list of current Highway projects / initiatives:
  - Conducted snow operations as needed, including removal along Downtown parking spaces and sidewalks
  - Started patching potholes as needed

- FY26 Budget Summary (as of 2/6)

Stormwater (68504550)

- Budget - \$950,380.00
- Expenses - \$644,451.82
- Revenue from Stormwater Fees- \$444,553.24

Waste Collection (14330000)

- Budget - \$3,228,384
- Expenses - \$1,643,253.98
- Revenue from Waste Fees- \$1,106,703.96

Highway (14210000)

- Budget - \$2,981,012.00
- Expenses - \$1,327,885.79

Sewer (67004490)

- Budget - \$1,059,923.00
- Expenses - \$385,169.28

Snow & Ice (14230000)

- Budget - \$400,365.00
- Expenses - \$1,455,180.46

- DPW submitted the FY27 budget request to the Mayor's office. The Mayor asked for a level funded budget. DPW added several capital project requests on top of level funding. A copy of the Budget sheets are attached.
- DPW submitted a application to the *Community Culvert Grant Program* for a culvert replacement on Bates Road. DPW is planning to submit another application to the *DER Culvert Replacement Municipal Assistance Grant Program* for another culver replacement. Location TBD.
- Summary of open Street Acceptances and other Resolutions
  - Accept Belvedere Gardens as a City Road
  - 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. (thru Health Department)

6. DPW filled several openings in the various divisions. Current openings include:
  - a. 1 Sewer Foreman (due to Bob Williams' retirement)
  - b. 2 Sewer Special Heavy Motor Equipment Operator
  - c. 1 Highway Special Heavy Motor Equipment Operator
  - d. 1 Highway Motor Equipment Operator
  - e. 1 Highway Motor Equipment Repairman
7. Summary of On-going Collaboration with Engineering Department and/or MassDOT:
  - a. Cowles Bridge Replacement – Punchlist and cleanup items remain.
  - b. Westfield River Levee Multi-Use Path from Franklin Ave. to Williams Riding Way – Punchlist and cleanup items remain.
  - c. Columbia Greenway Retaining Wall Extension near Chapel Street – Construction continues with Nunes Construction
  - d. Little River Road Bridge Repairs – Temporary traffic signals installed. Repairs to railings and barrier walls will continue thru Spring.
  - e. Franklin Street Improvements (includes permanent bump-outs and islands from Elm Street to Maple Street) – work expected to start in Spring/Summer 2026
  - f. Southwick Road and Mill Street Improvements (includes paving, sidewalk replacements, traffic calming, and intersection improvements) – work expected to start in Spring/Summer 2026
  - g. Southampton Road & Servistar Industrial Way Intersection Improvements – 25% design is underway by MassDOT. Construction scheduled for 2027.
  - h. Mechanic Street Road Safety Audit – Study is underway.
  - i. 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. Design is underway.
  - j. 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