

BOARD OF PUBLIC WORKS

February 19, 2019



Convened: 7:00 P.M.

Present: Dave Billips, Director of Public Works  
Fran Cain, Assistant Director of Public Works  
Casey Berube, Deputy Superintendent  
John Sullivan, Chairman  
Jack Campaniello, Secretary  
Mark Cressotti, City Engineer  
Thomas Pereira, Member  
Brittany Rash-Senior Clerk

Jeff Gamelli-Deputy Superintendent  
Cindy Harris- City Council  
Leslie Lefebvre-City Council  
John Beltrandi-Councilor at Large  
Bill Oniski-City Council  
Maryann Babinski-City Council  
Dan Allie-City Council  
Mike Burnes-City Council

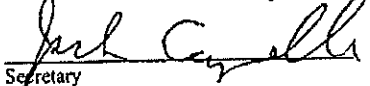
Reading of the minutes of the January 8, 2019 waived and accepted.

1. **Drainage Issue:** Residents from Crescent Circle were present to address the drainage issue. David Loiko present as the spokesperson for the group. Department of Public Works and Engineering aware of the issue. Director Billips acknowledged that the City is aware of the drainage situation and agree that it is a major problem but the problem the City is running into is that it was never conveyed to the City; therefore there is no easement, a right of entry is needed just to be able to go out there. City Engineer Cressotti stated the city accepted the street sometime in the past, but per the Legal Department the City does not own the easement or the drainage lines. There is a proposal in place to do surveying and have a plan to address the problem but it was stopped by the Legal Department determining that the City does not have legal responsibility. City Engineer Mark suggested that the group come together and compose the concerns to share with Legal to help move things forward. David Loiko, the group spokesman, stated that he has piles of documentation showing that an easement was purchased by the City many years ago and goes through the property of 62 Crescent Circle that goes to a manhole that is presently on 62 Crescent Circle. David Loiko is stating that the easement has been owned by the City for over 20 years and that a second manhole was supposed to be installed in the back of 62 Crescent Circle. The residents are concerned of safety from water buildup, water drainage issue, massive erosion, and water runoffs. Director Billips and City Engineer Cressotti agree with the residents' concerns and the need for action but the City never purchased the easement it was created with the subdivision. When the street was created a petition came to accept the street but it was never accepted for the pertinent work of the drainage system or the drainage lines even though the plans show the easement. It was stated that you cannot give property to the City of Westfield without properly voting to accept it. Mark Cressotti stated that this is sitting on a contract to hire a professional company to complete the project but the Legal department will not sign it at this time. Director Billips has a capital plan with Crescent Circle listed to be addressed in the first year. Director Billips mentioned along with Mark Cressotti and the Law Department should look at the paperwork and documents that the residents have. The issue is known that needs to be addressed and the residents with Director Billips and City Engineer Cressotti sit down with the Law Department and find out exactly what needs to be done to get this started. Chairman Sullivan suggested getting all the residents together and signing a composed letter addressed to the Law Department requesting to expedite this working along with the Department of Public Works and the Engineering Department.
2. **Public Participation:** None present.
3. **City Councilor Communications:** City Councilor Les Lebevre, Ward 5, is the liason for Public Works for City Council and is looking to become more involved.
4. **Jane Okscin:** Not present.
5. **Discussion on Stormwater Rate:** Discussed with City Council a few months back about increasing the Stormwater Rate from the present \$20 per year to \$30 per year for the current year and make it retroactive to January 1<sup>st</sup> for 2019 but missed the window because it needs to be done before billing. The rates were also looking to be increased to \$40 a year in fiscal year 2020 and to \$50 in fiscal year 2021. The commercial rate is currently at 4.5 cents per square foot and were looking to change it to 1.4 cents per square foot in fiscal year 2019 and 2 cents in fiscal year 2020 and 2.4 cents in fiscal year 2021. When this information was presented to City Council there was some concerned going to those levels. Director Billips worked with Councilor Allie and Councilor Burnes that came up with the idea to use undesignated money to supplement the rate. There are 3 different plans with the proposed rates to go forward. City Council asked to bring this information back to the Board of Public Works to

see what the recommendations would be how to move forward. City Councilor Harris opposes the rate going up to \$40 per year for the Stormwater Rate. The proposed plan with using undesignated money would in the long run assist the small business owner and address the concerns of the increase for the resident rates. They are looking into a bond and there is potential for significant grants that could apply to help with this as well but a plan needs to be in place first. With these potential funds coming in would help fund and cover over 13 projects that need to be addressed and also helps hold the Council, the City and the Department of Public Works accountable. City Councilor Harris agree that everything does need to be fixed and that funds are necessary for this but the residential rate only go up to \$30, \$30, \$30 and have the multimillion dollar companies be charged more to cover the difference. The rates can be voted on to be increased in a year from now if there needs to be adjustments. The Board of Public Works make a motion to accept option number 3 of the stormwater rate increase with the caveat that the FY21 goes to \$30 per year instead of \$40; all in favor.

6. **Follow-Up Discussion on Veterans Banner Protocol:** Director Billips hoping to write something up for the next commission meeting. It has been found that all the cities and towns each do it a little different. Director Billips made note that the way Holyoke proceeds with the Veterans Banner process is interesting in they manage it by folks coming in to fill out the application but the people pay; the gas and electric puts up the banners. The home town hero banners cost \$80. Director Billips will write out a policy and send it out before next commission meeting. This will be on the Agenda for the March 12, 2019 Commission Meeting.
7. **Vote for Public Hearing for 35 New Broadway:** There are two trees that are in front of the future garage that would be an issue. The two trees are within the layout of the right away for City trees. The resident needs to come to the Public Works office at 28 Sackett Street and pay the fee to have this published in the newspaper of the intention. The scheduled public hearing is for the March 12, 2019 commission meeting.
8. **Department of Public Works Monthly Report David Billips:** The DPW is continuing patching with reclaimed material. Work will be done in the spring to repair Western Avenue, a small section. The trenches will most likely be the only thing repaired this year but it is not going to be much better for next winter. There were concerns presented on shaker road, old farm road, and Family. Pothole season doesn't typically start until March or April but it is becoming a year round venture and it is challenging with the weather during the winter to keep patches until the paving plants open back up in the spring. Dye testing was performed on the sewer laterals and there was some cross connection found. Currently they are out looking at the area with a camera to see what they can determine is going on. It was found that there were 4-5 houses that were tied into the storm sewer instead of the sanitary sewer; investigating still going on. Once it is determined what is going on the City will most likely hire a company to repair the problem rather than having the resident pay for the correction. The final pavement management plan will be presented to the City Council on March 7, 2019. BETA came out and went through all the City streets and rated them according to the condition of the road and it will show a capital improvement plan which relays monetary cost actually needed to repair and what type of repair is required. There is still a plan in the works for a new salt shed because the current one is undersized. Director Billips, Assistant Director Cain, Deputy Superintendent Berube, and the Foreman have met and come up with a plan that is feasible to the trash truck problem at hand. Director Billips will be meeting with the Mayor for funding for the new salt shed and to present the plan for the trash trucks. The hope is to buy two new trucks this year to get out of the renting cycle and hoping to buy a small free loader with a free cash allocation. Budgets should be completed to present at the next commission meeting on March 12, 2019.
9. **City Engineer Mark Cressotti:** City Engineer Cressotti was present at the meeting, but had to step out to address concerns with residents.

A motion was made to adjourn the meeting at 8:11PM.

  
Secretary