

BOARD OF PUBLIC WORKS

April 11, 2023

Convened: 7:00PM City Hall Room: Council Chambers

Present: Francis Cain-Acting Director of DPW  
Thomas Pereira-Chairman  
Brian Richards-Member  
Alexander Fagnand-Member  
Allison McMordie-City Engineer  
Alison Daigle-Head Clerk

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SEP 13 2023

WESTFIELD CITY CLERK

Reading of the minutes of the January 10, 2023 Minutes and February 14, 2023 Minutes: Waived and Approved 3-0

**Public Participation:** None

**City Councilors:** City Councilor Michael Burns was in attendance and thanked the Board and all of Public Works for the work that they do daily. Member Brian Richards asked Councilor Burns about the ongoing hiring process for a Director of Public Works and when the next meeting may be to review the job description and begin the search again. Councilor Burns stated that the job description is headed back to City Council for review. Councilor Burns continued addressing the Board informing them multiple private streets will be going to Council to be approved and accepted as City roadways.

**Legal Opinion on Scope of Legality of Private Road Repair from City Solicitor:** The Board reached out to the Legal Department in regard to what the City can and cannot do via repair on a Private Roadway. The City Solicitor sent back a Memorandum giving their legal opinion on private road repair. It was stated that as long as 51% of the property owners on that Private Way wanted the City to repair the roadway, it was legal to do so, but that no repairs beyond making the roadway safe and passable will be allowed.

**Vote on Private Roadway Repair-Lewis Road:** Per Ordinance 16-107 the Board, by majority vote can authorize certain repairs on Private Ways. 51% of the property owners on Lewis Road filed a petition to have the City repair the roadway (grade to level the roadway and add trap rock to repair to large potholes.) The Board reviewed the petition as well as the legal opinion from the Law Department and voted 3-0 that the DPW can and will be repairing Lewis Road to be passable by the residents, emergency vehicles and the city owned Refuse and Recycling vehicles. **Vote 3-0; Motion Approved.**

**Department of Public Works Monthly Report:** Francis Cain updated the Board on the end of Snow and Ice spending and claimed that at the May meeting a total spent will be provided. The City Council approved \$130,000 for the purchase of supplies and materials to help pave roadways. Assistant Director Cain informed the Board of a large sewer backup on Lower Sandy Hill Road over the weekend, it required a team working overtime as the sewer line was wrapped up in a large root mass. The Bid for our Trash and Recycling Vendors, Casella and USA Hauling has been completed and they will continue to provide their services to the City. There have been a few new hires for MEO's and SHMEO and the City and the Union continue to work on a new Contract with updated hourly rates. Secretary Fagnand asked AD Cain if Public Works was responsible for the maintenance of the Athletic Field throughout the City. AD Cain explained that there are multiple divisions that maintain the field in between DPW and the School Department. AD Cain then let the Board know that the Mayor set aside funds for field maintenance. Chair Pereira asked Fran when the Lewis Road repairs would happen and it was stated that within two weeks the repairs would take place.

**City Engineer Update:** City Engineer Allison McMordie updated the Board on the roadways that will be paved before the end of Fiscal Year 2023, the roads include; Medeiros Way, Bayberry Lane, Skyline Drive and finally Mill Street. The City will also be working with the program Street Scan which will give an up to date detail on the roadways that need to be prioritized for repair/total repaving. The following streets will have their sidewalks repaired in FY24; Belmont St, Sibley Avenue, South Maple St, Holyoke Street and Orange Street. To end the meeting Allison gave an update on the Western Avenue project which is due for total completion October 2023.

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

Secretary

