

Minutes of Regular Board of Public Works Meeting
Thursday March 19, 2009
7:00 PM 1st Floor Meeting Room – City Hall

Members Present: Councilmen Kevin McCauley, Craig Minor and Michael Rimcoski, Commissioners Donald Padlo, Frank Stawski and Morris Laviero and Director of Public Works Walter Veselka

Absent: Mayor Arthur Ward

Councilman Minor chaired the meeting

- 1) Board Of Public Works Minutes Of February 19, 2009
Motion made by Councilman Rimcoski and seconded to accept and place on file. Motion passed.
- 2) Employee Recognition
Motion made by Commissioner Laviero and seconded to accept and place on file. Motion passed.
- 3) Concerns & Petitions From The Public
Paul Murdock, who owns the Downtown Café on 118 Main Street, was present to request a plan review for proposed sidewalk seating at his establishment
Motion made by Commissioner Padlo and seconded to refer to the Street Committee. Motion passed.
- 4) Committee Reports
 - a) Street Committee Report – No February meeting
 - b) Sewer Committee Report

SEWER COMMITTEE REGULAR MEETING MINUTES

March 4, 2009

ATTENDANCE:

Members Present: Commissioner Padlo, Chairman
Councilman McCauley
Commissioner Stawski

Staff Present: Walter Veselka, P.E., Director of Public Works
Brian W. Fowkes, P.E., Asst. Dir. PW/WPC Manager

The Meeting was called to order at 5:00 p.m. March 4, 2009, in the Public Works Conference Room, on the ground floor of City Hall.

4B.1 66 Field Street - Stanley Beck, Sewer Billing Appeal

MOTION: was made by Commissioner Stawski to:

Deny the request for a refund of sewer usage fees based on long standing billing policy. The elevated usage bills issued in 2006 – 07 billing year were a direct result of an unattended toilet leak, which allowed a significant volume of water to enter the sanitary sewer, incurring transportation and treatment costs.

VOTE: The motion carried 3-0.

4B.2 8 Divinity Street - Watering Hole, LLC, AGRU Waiver Request

MOTION: was made by Commissioner Stawski to:

Grant a waiver for the requirement to install a FOG protective unit as provided for in the State's General Permit, per section 5(4) regarding diminimus discharges and as defined in the Permit Resource Documents. The owner of the establishment is required to reapply to the Sewer Authority prior to initiating any changes in operation that may result in the potential to discharge Fats, Oils or Grease materials. Additionally, if at any time, the facility is found to discharge excessive amounts of FOG materials, the Sewer Authority may require full compliance with the General Permit.

VOTE: The motion carried 3-0.

4B.3 1053 Farmington Avenue - Dunkin Donuts, AGRU Waiver Request

MOTION: was made by Councilman McCauley to:

Grant a waiver for the requirement to install a FOG protective unit as provided for in the State's General Permit, per section 5(4) regarding diminimus discharges and as defined in the Permit Resource Documents. The owner of the establishment is required to reapply to the Sewer Authority prior to initiating any changes in operation that may result in the potential to discharge Fats, Oils or Grease materials. Additionally, if at any time, the facility is found to discharge excessive amounts of FOG materials, the Sewer Authority may require full compliance with the General Permit.

VOTE: The motion carried 3-0.

4B.4 Other Business

There was no other business.

The meeting was adjourned at 5:20 p.m.

Motion made by Commissioner Padlo and seconded to accept the recommendations of the Committee. Motion passed.

c) Miscellaneous Matters Report

Miscellaneous Matters Committee Agenda
Thursday, March 5, 2009
4:30 P.M. 1st Floor Meeting Room

Attendance: Mayor Arthur Ward, Chairman
Councilperson Craig Minor
Commissioner Frank Stawski

Staff in attendance: Walter Veselka, Director of Public Works
George Wallace, Assistant Director of Public Works
Dave Clark, Superintendent of Solid Waste
Sheree Gorneault, Public Works Analyst

Meeting was called to order at 4:32 p.m. by Chairman Ward.

4C.1 Single Stream Recycling – Phase II

Staff discussed the proposed roll out of the next phase for single stream recycling. A map was reviewed showing the proposed route for 750 stops to begin May 4, 2009.

Motion made by Councilperson Minor and seconded to recommend approval of the route and roll out schedule.

4C.2 Solid Waste and Recycling Route Consolidation

Staff provided an update on the Solid Waste and Recycling route consolidation. Consolidated routes have not proven to be as effective as planned, and have reverted back to the original routes.

4C.3 Missed Curbside Solid Waste Collections

Draft policy was reviewed and discussed. Options were discussed to charge a call back fee of \$10.00 if residents place barrels out late and wish to have them collected. Staff agreed to edit the draft policy and email it to the committee members.

Motion made by Councilperson Minor and seconded to have staff revise the policy and forward to the Board for approval.

Meeting adjourned at 5:20 p.m. by Chairman Ward.

Motion made by Councilman Rimcoski and seconded to accept the recommendations of the Committee. Motion passed.

Motion made by Commissioner Padlo to amend the recommended dates to begin expansion of Single-Stream Recycling to Monday, May 4th as the first day of single stream recycling pickup for the new route to June 15th and

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amend the recommendation of Wednesday, May 6th for conversion of the existing automated assisted pilot recycling route to single stream recycling to June 17th. Motion passed.

5) Correspondence

a) Letter from Margaret Plochanski of 211 South Street Extension concerning price reduction on her yard waste barrel

Motion made by Commissioner Stawski and seconded to deny the request.

Motion passed.

b) Letter from Walter E. Veselka concerning salt purchase for 2009-2010 winter operations

Motion made by Councilman Rimcoski and seconded to place on file. Motion passed.

c) Letter from Walter E. Veselka concerning single stream recycling expansion
Motion made by Commissioner Stawski and seconded to place on file. Motion passed.

d) Letter from Walter E. Veselka concerning a grant request for Coppermine Brook Engineering Design

Motion made by Commissioner Padlo and seconded to place on file. Motion passed.

e) ARRA Stimulus Funding through CCRPA

Motion made by Commissioner Padlo and seconded to place on file. Motion passed.

f) Economic Stimulus Distribution Update

Motion made by Commissioner Padlo and seconded to place on file. Motion passed.

g) Project Delay & Pine Street Maintenance

Motion made by Commissioner Stawski and seconded to place on file. Motion passed.

h) Pavement Preservation Training

Motion made by Commissioner Padlo and seconded to place on file. Motion passed.

6) Written Monthly Reports

a) Administration Division Report

Motion made by Commissioner Padlo and seconded to accept and place on file. Motion passed.

b) Operations Division Summary Report

Building Maintenance Report

Motion made by Commissioner Padlo and seconded to accept and place on file. Motion passed.

1. Building Maintenance Report

Motion made by Commissioner Padlo and seconded to accept and place on file. Motion passed.

2. Solid Waste Division Report

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Motion made by Commissioner Padlo and seconded to accept and place on file. Motion passed.

3. Streets Division Report

Motion made by Commissioner Padlo and seconded to accept and place on file. Motion passed.

4. Garage Division

Motion made by Commissioner Padlo and seconded to accept and place on file. Motion passed.

c) Engineering Division Report

Motion made by Commissioner Padlo and seconded to accept and place on file. Motion passed.

d) Land Use Division Report

Motion made by Commissioner Stawski and seconded to accept and place on file. Motion passed.

e) Water Pollution Control Division Report

Motion made by Commissioner Stawski and seconded to accept and place on file. Motion passed.

f) Public Works Project List

Motion made by Councilman Rimcoski and seconded to accept and place on file. Motion passed.

7) Director's Verbal Report

Motion made by Commissioner Padlo and seconded to accept the Director's report. Motion passed.

8) Review of the Public Works Budget

Motion made by Commissioner Stawski and seconded to accept and place on file. Motion passed.

9) Unfinished Business

a) Board Monthly Calendar

Motion made by Councilman McCauley and seconded to accept and place on file with the one addition of the Street, Miscellaneous Matters and Budget Committee meetings scheduled for March 30 placed on the calendar. Motion passed.

10) New Business

a) Board of Finance Request to transfer funds from the WPC – Ph 2 Nitrogen Upgrades Account to the WPC Capital and Nonrecurring Fund

Motion made by Commissioner Padlo and seconded to recommend approval of the fund transfer. Motion passed.

Board of Finance Request to transfer funds from the WPC Division Regular Wages Account to the Other Wages Account

Motion made by Commissioner Padlo and seconded to recommend approval of the fund transfer. Motion passed.

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- b) Board of Finance Request to provide funds required to execute engineering services agreement for design of intersection realignment of South Street, Church Street and Union Street
Motion made by Commissioner Padlo and seconded to recommend the Board of Finance provide funding necessary to execute the engineering services agreement. Motion passed. Commissioner Stawski abstained from voting.
- c) Permanent Patch Waiver for portion of Birch Street and Ronzo Road
Motion made by Councilman McCauley and seconded to approve the waiver of payment of the permanent patch fee if ESPN agrees to the work outlined in their letter.
- d) Intersection Improvements for Center / North Main Street
Motion made by Councilman Rimcoski and seconded to forward to the Street Committee. Motion passed.
- e) Pros and Cons of Single Stream Recycling for City Facilities
Motion made by Commissioner Padlo and seconded to place on file
Director Veselka would like an endorsement of single stream recycling for City Hall
Motion made by Councilman McCauley and seconded to direct staff to begin implementation of single-stream recycling at City Facilities as feasible. Motion passed.

Commissioner Laviero brought up the idea of holding an adhoc meeting to discuss the vision and direction of the Department

Motion made by Commissioner Laviero and seconded to refer to the Miscellaneous Matters Committee. Motion passed.

11) Addendum

None

12) Adjournment

Motion made by Commissioner Stawski and seconded to adjourn. Motion passed.

Meeting adjourned at 8:25 p.m.

Respectfully submitted,

Walter Veselka P.E.
Director of Public Works