

BOARD OF PUBLIC WORKS

February 14, 2023

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WESTFIELD CITY CLERK

Convened: 6:00PM City Hall Room: 315
Present: Francis Cain-Acting Director of DPW
Casey Berube- Deputy Superintendent DPW
Thomas Pereira-Chairman
Brian Richards-Member
Allison McMordie-City Engineer
Alison Daigle-Head Clerk

Reading of the minutes of the January 10, 2023 meeting-Tabled until new Commissioner Present

Public Participation: See Lewis Road Petition Below

City Councilors: None Present

Vote for Approval of Qualified Contractors List per section 16-72-Licensed Contractor- The DPW uses contractors that are vetted by the City and whom have provided work experience, insurance paperwork and a written application along with a fee. The board voted 2-0 to approve Qualified Contractor List. **Motion Approved 2-0**

Petition Review and Vote on Private Way; Lewis Road Repair: Lewis Road is a private way and should be maintained by the owners of the properties. However, per ordinance 16-107 if 51% of the homeowners petition to have the road repaired by the City than the Board of Public Works can vote to approve the City to repair the roadways. 5 out of the 7 residents on Lewis Road would like the road to be graded with trap rock added as traveling the road is nearly impossible due to the roads condition. The residents have been asked by William Pelton owner of #34 Lewis Road to refrain from doing any repairs to the roadway. William will also not authorize the City to do any repairs as the roadway is Private. Due to the situation the Commission as well as member of the DPW believe it is best that this issue gets expedited to the City Solicitor to make a definite decision. Chairman Thomas Pereira called a motion to request guidance from the Law Department in regard to the scope and legality of Private Road repairs. **Board Voted 2-0, Motion Approved.**

Designated Schedule Signee- Yearly, paperwork is filed and a vote is taken in regard to which Commission Member will be known as the designated signee. This Commissioner is the go-to to sign invoices, accounts payable schedules, and payroll if needed. A Backup Designee is voted in as well, to sign in the absence of the Designated Signee. **Board Voted 2-0 to make Brian Richards the Designated Signee and Thomas Pereira the Backup Designee. Motion Approved.**

Department of Public Works Monthly Report: Budget revisions were submitted on Friday 02/10/23. The budget will be reviewed, sent back to the department and then voted on by City Council. Deputy Berube led the rest of the update. The mild winter has led to a rather slow winter schedule. Road maintenance continues to be scheduled on Wednesdays when the asphalt plant is open for Hot Mix. Pothole repair is lighter than usual due to the lack of plowing needed. The department continues trying to fill vacant positions but the 40 Hour Union contract is still under negotiation, therefore the jobs are not able to be posted with new hourly rates that may cause an increase in applicants. Bayberry Lane drainage is still in construction with paving scheduled for the spring.

City Engineer Update: City Engineer Allison McMordie updated the Board on future spring projects as the majority are on hold until spring. Western Avenue will be completed with sidewalks, loam and seeding being installed. Engineering will continue to work with Street Scan that profiles each roadway and gives the city the resources to see which roadways need repairs either small or entirely. The Elm Street Bridge is being worked on this winter with the deck bridge being installed at the beginning of this month. The Spring Paving List currently consists of Old County Road, Medeiros Way, Sibley Avenue and Bayberry Lane.

A motion was made to adjourn the meeting at 6:35 PM.



Secretary