

BOARD OF PUBLIC WORKS

March 12, 2019

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WESTFIELD CITY CLERK

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
Jeremy Cigal, City Engineer
Thomas Pereira, Member
Brittany Rash-Senior Clerk

Matt Emershy-City Council
Cindy Harris- City Council
Leslie Lefebvre-City Council
John Beltrandi-Councilor at Large
Maryann Babinski-City Council

Reading of the minutes of the February 19, 2019 waived and accepted.

- 1. Public Participation:** Bob Pac gave a brief description of the state of the rail trail after the windstorm. The rail trail has some trees and branches down, requesting clean-up help from the Department of Public Works. One of the two trees that were donated last year from the FRIENDS group was destroyed and will be looking to get a tree donation again to hopefully replace the tree that was damaged. There are unwanted materials on the trail, i.e. broken glass pieces, that the FRIENDS group will be assisting in cleaning up the rail trail to help the Department of Public Works. Matthew Roman, senior snoopers group, are wondering the tax payer cost for a company that came out to look at all the roads for repair for the time that they were here. Crescent Circle residents requesting clarification on the right away issue. The residents of Crescent Circle are claiming the city took ownership of the right away but never accepted ownership of the easement. A temporary solution from the erosion and sink hole are being requested by the residents of Crescent Circle. Chariman John Sullivan asked if all the information, suggested from the February 19, 2019 commission meeting, was completed and if residents spoke with the Law Department on how to go about moving forward. Director David Billips and City Engineer Mark Cresotti have met with the Law Department and are ready to move forward and already have a contract signed and are ready to start the preliminary work, but unfortunately at this time there is still no right of entry; it was mentioned that the passing of the stormwater rate increase would greatly assist in covering the cost of the repair expenses. Director Billips did state that the Capital Plan has Crescent Circle listed as the first item to be addressed and repaired. If funding were to become available the temporary fix request would be soon; surveying and engineering could take only a couple months; a permanent fix could start work this construction season.
- 2. City Councilor Communications:** City Councilor and resident John Beltrandi stated that the damage is dramatic. He is concerned that a resident is being affected financially because she cannot sell her property due to the issue on the road, Crescent Circle. Councilor Beltrandi is concerned that it is a huge safety issue and could possibly be a catastrophic issue. As a resident and a city councilor is requesting the temporary fix and to have everyone come to the table to come to an agreement and not keep going two weeks at a time waiting for a solution.
- 3. Review Painting of the Utility Boxes:** The chair of the Westfield Cultural Council is representing the Westfield on Weekends for part of the 350th celebration of Westfield. It was proposed that 3 utility boxes be allowed to be painted in partner with the 350th celebration committee to schedule it on the 18th of April in conjunction with Rock Westfield. The utility boxes proposed to be painted are in front of Baystate Dental, Old Bank of America, and Stop & Shop. Motion to accept the 3 utility boxes to be painted approved.
- 4. Follow-Up Discussion on Veterans Banner Protocol:** Director Billips and Alison Daigle (Principal Clerk in DPW) are working together to get this. The banner of the veteran would have to be a former or current resident of westfield, in good standing with the City, and an honorable discharge from the service. The City of Westfield would not be liable for any damage caused to the banners, i.e. weather damage. The vendors of the hometown hero banners will have full discretion of the pricing of goods. The vendor utilized by the City of Holyoke charges \$80 for the banner. DPW will be working with purchasing to contact Easthampton and Holyoke to see what vendors they use. The requirements for the hometown hero banner program to showcase honored veterans within the City of Westfield need to reside in Westfield, the high quality image of the veteran, proof of service, the branch of service, the years of service and placed throughout the City. There would be an application that would need to be filled out and the sponsor of the banner would be responsible for the cost of the banner. Alison would contact Julie Barnes in the Veterans Affairs Department to see if she would like to assist in the program. If the program were to

move forward it would need to be discussed on who would be hanging the banners; in Holyoke the Gas & Electric Department hangs the banners but not sure if the Westfield Gas & Electric would be willing to do this, so there would need to be further discussion on this matter. The sponsor would pay for the banner, the banner would be hung for 1 year and then the sponsor would get the banner back.

Close the regular meeting at 7:32pm

Open for a public hearing for removal of a city tree 7:33pm

5. **Public Hearing for Removal of City Tree at 35 New Broadway:** Motion to approve the cutting down of the two trees at 35 New Broadway are accepted.

Close public hearing at 7:36pm

Open Public Works Commission Meeting 7:36pm

6. **Review of Budgets:** The budget has been submitted but has not gone to the Mayor as of yet. The budget is fairly similar to what it has always been for the Highway Department. The Snow & Ice Department does not really change budget wise because it is allowed to deficit spend per the DUR, depending on the winter season and what is needed. The Waste Collection Department has gone down. The Recycling Program Department has gone up due to vehicle costs. The Land & Natural Department has gone up due to equipment and vehicle costs. The Sewer Department has gone down. The Stormwater Department is for what the City can take in and the stormwater rate increase has not been factored in because it has not been approved yet; therefore the proposed budget may change. The proposed budget has to go through the City Council and the Mayor for Budget approval.
7. **Department of Public Works Monthly Report David Billips:** The Department is looking to still fill positions and looking to add positions. The potholes have patching ongoing throughout the City. The Public Works crew has been out patching potholes on Western Avenue, Lloyds Hill, Laro Road, and Servistar Industrial Way; just to name a few. The current total spent so far on Snow & Ice is \$944,000 that includes the \$400,000 that was budgeted and will be looking to get a little over \$500,000 from deficit spending. The Director is hoping there is funding for the building of the new salt shed that is needed. Director Billips has come up with a trash truck plan to help alleviate the financial burden of purchasing the trucks rather than renting them. The carts that were purchased are done being paid for this year and the money that was allotted for the carts could be put towards the purchase of two new trucks with the need to ask for \$22,000 but would save \$120,000 less than spent each year on renting of the trucks.
8. **City Engineer Jeremy Cigal:** At City Council on Thursday March 7, 2019 was presented with the BETA Group Final Pavement Management Plan. The plan prioritizes and categorizes the concerns and conditions of the roads and where to begin and the key is the upkeep and consistency to maintaining and repairing as needed; milling overlays, crack filling, regrading and digging. The 1.2 million funding that comes from Chapter 90 is not enough. The projected amount needed for all city roads would be \$75 million dollars. Curbing for Washington Street is being installed and paving done by July 1, 2019. Marias Construction has been awarded the bid to do the pavement of Western Avenue; looking to proceed in April 2019; it is anticipated to be a 2 year project with the utilities being installed and take care of first and the full final pave in the 2020 construction year.

A motion was made to adjourn the meeting at 8:07 PM.


Secretary