



## **TOWN OF SOUTHBRIDGE**

### **A JOINT MEETING OF THE D.P.W. SUBCOMMITTEE and TOWN COUNCIL**

**TUESDAY, MARCH 22, 2022 at 7:00 PM**

#### **VETERANS ROOM**

##### **Minutes**

1. Call to Order
2. Roll Call: Councilors Mike Marketti (Chairman) and Gus Steeves, Citizen Members Kevin R. Splaine and Steven S. Lazo. Also in attendance: DPW Director Heather Blakely, Town Manager Michael McCall, Dave Adams Councilor, Scott Lazo Councilor, Peg Dean Economic Development Coordinator, Residents George Chenier, Maureen Doyle, Zachary Sherman, Lynn DiPietro.
3. Consider and approve Joint DPW/Town Council Meeting Minutes of February 24, 2022. Councilor Steeves voted to accept. Seconded by Citizen Member Steven S. Lazo.
4. Citizens Forum: None
5. Presentation and discussion with Stantec regarding projects completed in Town and allow subcommittee members to ask questions to address any concerns. DPW Director Heather introduced Stantec representative McCarthy who provided hand outs and supported with information regarding their work over the last 30 years at the airport and last 10 years with the DPW. Stantec has provided civil engineering services to the town at the wastewater plant and has provided aviation services to the town since 1989. They are currently scheduled to reconstruct the runway at the airport. Mr. McCarthy questioned the towns concerns and changes in projects and overtime charges. Citizen George Chenier stated he was on the airport commission during the change of ownership. Stantec assisted with airport funding by assisting the Town with grants. Councilor Steeves questioned work on the Elm Street Bridge and McCarthy indicted they were hired for consulting services and work is not being done by Stantec.
6. Discuss/Review whether to recommend hiring BSC Group, Inc., using Local American Rescue Plan Act funds for up to \$5,400 to help prepare a Rebuilding American Infrastructure with Sustainability and Equity (RAISE) Grant application to reconstruct Hamilton Street, approve applying for the RAISE grant due April 14, and approve the Town manager to sign any related paperwork. Town Manager deferred to Peg Dean. Ms. Dean explained this grant would be funded from the Federal ARPA funds. Hamilton Street qualifies as a Low Income Historically Disadvantaged Neighborhood and the Town would be seeking funds at 100%. If approval should be returned under 100% Ms. Dean stated the Town would seek alternate funds. Heather stated the Town may have funds in the Water/Sewer account that can be used for any upgrade for water/sewer. Ms. Dean stated any funds from Water/Sewer would have to be in the initial grant application. Councilor Lazo confirmed it would cover road from Main Street and to intersection at Cumberland Farms. Discussion regarding pending River Street and Crane Street project and its effects on Hamilton Street should we receive grant for 100% of Federal ARPA funds. Motion made by Steve Lazo and seconded by Gus Steeves. Motion passes 4-0.

7. Discuss transfer request for \$12,500 from Specialized Services-Snow and Ice (001495-529000) to Overtime – Snow and Ice (001495-513100) to cover the cost of overtime related to possible upcoming snow and ice event in late March early April. Entertain a motion to recommend that Council approves such transfer. Heather stated that they do not want to go over budget for salaries in Snow and Ice account. She noted it is difficult to predict possible April snow but should there be a major storm we would still be all right or even two minor storms would be covered. Councilor Steeves noted that we cannot deficit spend in Snow and Ice account. Heather agreed and this transfer is to prevent that from occurring. Member Splaine asked if \$12,500 stays in overtime account and Heather confirmed it stays until books are closed then any balance goes into free cash. Councilor Lazo asked why not wait until end of the month then transfer amount left at that time as it cannot be used for anything else. Heather stated it makes a difference in Karen's world. Motion made by Scott Lazo and seconded by Kevin Splaine. Motion made by Scott Lazo seconded by Kevin Splaine. Unanimous vote 4-0.
8. Discuss transfer request for \$691.27 from Uniform Allowance (001499-519200) to Licenses and Stipends (001499-518300) to provide funding for payout of prorated Licenses and Stipends for two retirements per Union Contract Article 25. Entertain a motion to recommend that council approves such transfer. Gus Steeves asked for reason for stipends. Heather confirmed it was to cover stipends for two members who are retiring. Stipends are paid on the first of July as they are prorated. There is sufficient funds for one retiree but additional funds are needed to cover both retirees. Motion made by Gus Steeves and seconded by Scott Lazo. Unanimous vote 4-0
9. Discuss revision to Parking Permit P-0014 Rev 1 for reduction in No Parking zone on Dresser Street as recommended by Traffic Commission. Heather stated a resident inquired as there was no parking in front of his house. The no parking sign was due to inability for some vans to turn into the Rehab center. Parking is allowed and there was some issue with parking tickets. Councilor Steeves confirmed the space involved is going down Dresser to Goddard and questioned the 125 feet. Heather confirmed the 125 feet is correct. Motion made by Scott Lazo and seconded by Gus Steeves. Unanimous vote 4-0
10. Discuss repeal Parking Permit P-000119 – 1 Hour Parking Area on Main Street from Chester Street to a point 127 feet away. This has been recommended by Traffic Commission. This permit will be replaced with a new Parking Permit. Entertain a motion to recommend to Council for repeal. Motion made by Kevin Splaine and seconded by Gus Steeves. Unanimous vote 4-0
11. Discuss new Parking Permit P-00156 for clarification of current No Parking on Main St. to include No Parking from Marcy Street to Chester St. (North side of Main St). This has been recommended by Traffic Commission. Entertain a motion to recommend to council for approval. Heather confirmed that as no one would for could park on Marcy Street to Chester Street. Motion made by Kevin Splaine and seconded by Gus Steeves. Unanimous vote 4-0
12. Discuss optional for possible Land Acquisition within the Watershed. Preliminary discussion with the land owner indicates a willingness to sell parcel to the Town of Southbridge. Looking to discuss options for purchase and if the Subcommittee is interested in purchase this year or if waiting for possible 50% grant in 2023 is preferred. Obtaining information for the grant application can take up to six months. If subcommittee is interested, Water Department will proceed as directed. Heather stated a grant that can be used to buy watershed property. Heather said they examined grant money and stated it takes makes no sense to spend money to get money. May be able to purchase the property. Councilor Steeves asked if property was ever lived on. Heather confirmed there is a parcel with a foundation on it. Councilor Steeves asked if property has Article 97 protection which states property is protected as conservation only. Citizen Member Splaine asked if we purchase will we purchase under forestry. Citizen Maureen Doyle stated that \$30,000.00 to protect our watershed is not a lot of money. Motion was made to recommend to Council to direct Heather to proceed with possible purchase of property by Steve Lazo and seconded by Kevin Splaine. Councilor Marketti voted against. Vote 3-1
13. Discuss selection of engineer for chlorine residual tracer study required by MassDEP. Recommend selection of Tata and Howard for \$17,900 and include the option for a water age system of the distribution system at the same time for \$13,900 for a total cost of \$31,800. Funding from Water Treatment Capital

(610450-583000-22582) for \$17,900 and Charlton Water System Capital (610450-583721-22582) for \$13,000. Entertain a motion to recommend to Council for approval. Heather stated they chose Tata and Howard to provide study so engineers did not provide any data for Charlton Water System whereas Tata and Howard provided both. Councilor Steeves questioned is testing was done on the edges of Southbridge and Heather confirmed they do. Motion made by Scott Lazo and seconded by Kevin Splaine. Unanimous 4-0

14. Discuss approval of a three-year agreement with Utility Cloud for asset management system services for water, sewer, and highway for up to 25 users. The three-year agreement allows for a significant cost savings compared to the annual agreement currently used. This is an ongoing service that has been in place since 2016. This allows us to track work orders, inspections of water and sewer work, and service to vehicles. This service is paid from Water Technical Services, Sewer Technical Services and DPW Specialized Services accounts in the FY23 Budget. Entertain a motion to recommend to Council for approval. Councilor Marketti confirmed this item is not in the budget yet. Heather stated that this is first year for DPW as prior years there was no contract and info was provided through Whitewater. Motion made by Scott Lazo seconded by Kevin Splaine. Unanimous 4-0
15. Discuss surplus of Sewer 1997 Ford Ranger last used in 2015 after brake failure, with approximately 89,000 miles. The vehicle will be sent for auction, trade and scrap. Entertain a motion to recommend to Council for approval. Heather was asked if they could get rid of this vehicle. Steve Lazo advised to auction off the vehicle. Motion made by Kevin Splaine and seconded by Scott Lazo. Unanimous 4-0
16. Discuss proposed Pavement Preservation and Paving work for the 2022 Construction season. Review tables of recommend preliminary roads spending on available and approved funding amounts. In addition, discuss other roadway projects already underway and status and timing. Heather reviewed lists of streets in need of repair. Heather confirmed Main Street is on the list and a walk through is scheduled.
17. Discussion about the Sewer Pump Station on South Street next to entrance to Westville Dam. Citizen Splaine questioned the status of the Pump Station. Heather confirmed the Town has purchased a new back up generator and they are awaiting delivery.
18. Discuss Dresser Hill Road Easement. Citizen Member Steve Lazo requested this agenda item to bring forward the statement by two citizens whose are willing to give an easement from their property to Brook Rd. Zachary Sherman who resides at 339 Dresser Hill Road and is seeking to give an easement to the Town and seeking updates on when this will be done. Citizen Lynn DiPietro also confirmed her also wanting to give easement the town.
19. Discuss railroad tracks on Hook Street. Citizen member Kevin Splaine questioned why tracks are still on Hook Street. Heather confirmed it is part of project and design that is pending.
20. Discuss and get update/info on pile of contaminated dirt at entrance to DPW garage off Guelphwood Road. Heather stated waiting for final report as DEP was not happy with final design. New design will most likely result in a capped closure.
21. Adjourn 8:35 PM

Respectfully submitted by Councilor Marketti, Chair.