



TOWN OF SOUTHBRIDGE

A JOINT MEETING OF THE D.P.W. SUBCOMMITTEE and TOWN COUNCIL Tuesday, June 21, 2022 at 6:00 PM

Meeting Minutes

1. Call to Order 6:00 PM

2. Roll Call – Chairman Michael Marketti, Citizen Member Kevin Splaine, Steve Lazo, Councilor Joe Daou, Councilor Steeves
Also in attendance Council Chairman John Daniel, Council Vice Chairman Dave Adams, Councilor Jovan, Council Lazo, Interim DPW Director Matt Desjardin, Town Manager McCall., residents George Chenier, Mike Montigny, Korey Chenier., Delores Larochelle

3. Consider and approve Joint DPW/Town Council Meeting Minutes of May 17, 2022. Motion made by Splaine, seconded by Steeves. Vote 3-1

4. Citizens Forum – Citizen Member Splaine stated it has been over 2 months and potholes on Main Street. Splaine seeking update from Town Manager who was currently in another meeting and is expected to attend this meeting. Councilor Jovan confirmed to interim director Matt Desjardins that all parties are actively engaged to make sure all parties are working to bring issue to a happy conclusion.

5. Discuss Tighe & Bond’s proposal to add full-time construction observation services to the West Street Improvements Project for an additional fee not-to-exceed \$103,000.00, to be funded from Chapter 90. Entertain a motion to recommend approval of this contract amendment to Council.
Interim DPW director Matt indicated this is good for the DPW due to short staff as well as having a new hire doing full time observation services. Citizen Member Splaine stated he would not support this proposal as Desjardins confirmed interviewing new candidates on June 30. Chairman Marketti noted the arrival of Councilor Daou to the meeting. Councilor Steeves questioned Matt on how the duties would be set by him for the new hire. Matt confirmed the new hire would have no have full knowledge of the project which include specialties like water, sewer, drains or roads. Councilor Adams confirmed with Matt that the project will begin with drains and sewer and next spring drains and roads. Councilor Daou asked to confirm that the new hire would have no experience and Matt confirmed they have varying degrees of specialties. Chairman Marketti noted that the contract states if the scope of the work increases, the additional fee will be mutually revised. Voted to refer to Town Council with a negative recommendation. Motion made by Lazo, seconded by Splaine. Vote 1-4

6. Review bid results for Replacement of Primary Clarifier Drive #2 at the WWTP. Discuss awarding the contract, including alternates 1, 2, and 3, to Scherbon Consolidated Inc. for a total of \$297,548.00, to be funded from a dedicated project account for “WWTP Primary Clarifiers”. Entertain a motion to recommend approval of such contract to council and allow the Town Manager to sign all related documents.
Discussion revolved around the installation of obtaining refurbished drives or new drives and also on the use of ARPA funds for payment in lieu of capital funds. Motion made by Lazo , seconded by Steeves. Vote 5-0

7. Discuss Sewer Transfer Request of \$297,548.00 from account #600440-583000-22582 Sewer-Plant Capital to a new project account number for “WWTP Primary Clarifiers” to be assigned by Accounting, entertain a motion to recommend to Town Council for approval and allow the Town Manager to sign all related documents. Motion made by Splaine, seconded by Steeves. Vote 5-0

8. Discuss Sewer Transfer Request of \$26,000.00 from account #600440-520100 Sewer-Maintenance & Operating to account #600440-521000 Sewer-Electricity to cover the cost of actual and projected electricity bills from National Grid and Land of the Sky for the remainder of FY22, entertain a motion to recommend to Town Council for approval and allow the Town Manager to sign all related documents. Motion made by Steeves, seconded by Lazo. Vote 5-0

9. Discuss DPW Transfer Request of \$16,000.00 from account #001499-530000 Specialized Services to account #001297-521000 Streetlights-Electricity in the amount of \$15,000.00 and account #001499-521000-0001 DPW-Various Locations-Electricity in the amount of \$1,000.00 to cover the cost of actual and projected electricity bills for streetlights and various town-owned sites from National Grid and Land of the Sky for the remainder of FY22, entertain a motion to recommend to Town Council for approval and allow the Town Manager to sign all related documents.

Citizen member Lazo advised when driving through the town at night there are many street lights that are out. He questioned whether someone from the Town or National Grid were monitoring. Matt confirmed there is not, but urged citizens to report outages to both DPW and National Grid. Motion made by Steeves, seconded by Splaine. Vote 5-0

10. Discuss DPW Transfer Request of \$861.51 from account # 001499-524300-0001 R&M of Buildings - Other and \$298.34 from account # 001499-524300-0425 R&M of Buildings – Town Hall, for a total of \$1,159.85, to account # 001499-524300-0499 R&M of Buildings - DPW to cover the cost of repairs to the Operations office A/C system as quoted by Renaud HVAC, entertain a motion to recommend to Town Council for approval and allow the Town Manager to sign all related documents.

It was confirmed that repairs were required after damage to HVAC in the town hall. Citizen Splaine was concerned about the wording in the quote that the technician was not able to verify the condition of the compressor, and felt no work should be performed without verifying. Councilor Marketti suggested installation of a jersey barrier. Motion made by Splaine,. Seconded by Lazo. Vote 3-2

11. Discuss DPW Transfer Request of \$1,600.00 from account # 001499-548000 Motor Vehicle Parts & Accessories to account # 001499-585200 General Equipment to purchase four string trimmers and two cases of two-stroke oil based on a verbal quote from Park Saw Shop, entertain a motion to recommend to Town Council for approval and allow the Town Manager to sign all related documents.

Chairman Marketti questioned how they would be able to obtain trimmers as fiscal year is ending. Matt confirmed they are holding for DPW pending Town Council approval. Motion made by Lazo, seconded by Steeves. Vote 5-0

12. Discuss amending Agenda Item #24, 5/9/2022 Town Council meeting for the Charlton IMA payment from \$123,208.34 to \$157,112.26. Entertain a motion to recommend such amendment to Council.

Chairman Marketti is submitting review of 25-year IMA water agreement. Council chair is submitting same to Town Manager based on large portion of businesses impacting our water supply. Motion made by Lazo, seconded by Steeves. Vote 5-0

13. Discuss Water Transfer Request of \$33,903.92 from Fund #0610 Water Retained Earnings to account #610450-569300 Town of Charlton IMA Payment to supplement the transfer request for \$123,208.34, approved by Council on 5/9/2022 (Agenda Item #25), for a total transfer of \$157,112.26, which is the revised amount of the Charlton IMA payment, entertain a motion to recommend to Town Council for approval and

allow the Town Manager to sign all related documents. Motion made by Steeves, seconded by Lazo. Vote 5-0

14. Discuss an appropriation of \$388,980.74 from Water Retained Earnings to the Water Stabilization Fund #0845 and entertain a motion to recommend that Town Council approve the appropriation. Motion made by Steeves, seconded by Lazo. Vote 5-0

15. Discuss Water Transfer Request of \$25,000.00 from three accounts; account #610450-576100 Water-Other- Legal in the amount of \$8,500.00, account #610450-533100 Water-Maintenance on Trees in the amount of \$7,000.00, account #610450-530000 Water-Specialized Services in the amount of \$9,500.00 to account #610450-521000 Water Electricity to cover the cost of actual and projected electricity bills from National Grid and Land of the Sky for the remainder of FY22, entertain a motion to recommend to Town Council for approval and allow the Town Manager to sign all related documents.

Transfer is to cover projected energy bills per Matt. Motion made by Steeves, seconded by Daou. Vote 5-0

16. Discuss Water Transfer Request of \$31,842.00 from account #610450-583000-91250 Water Capital Reserve to account # (New project account number TBD by Accounting) Watershed Land Acquisition for the purpose of purchasing watershed land, entertain a motion to recommend to Town Council for approval and allow the Town Manager to sign all related documents.

A request to pass over this agenda item for further review by the DPW. Motion made by Splaine, seconded by Lazo to Passover. Vote 5-0

17. Review/discuss findings in relation to citizen's request in relation to 144 Pleasant Street.

a. Original complaint received indicating issues with people parking too close to or blocking the driveways in the area of 144 Pleasant Street.

i. Upon review of the area and the parking issues concerns Chief Woodson has no issues with moving forward with appropriate signage in the area to indicate no parking. Motion was made and approve to refer this to subcommittee for further review/approval.

Chief Woodson requested withdrawal of agenda item. Motion made by Splaine to withdraw agenda item, seconded by Lazo. Vote 5-0

18. Review/discuss current parking regulations for 150 – 170 Worcester Street.

a. Parking currently permitted within the range of 150 – 170 Worcester Street. Vehicles are parking within 30 feet of the entrance/exit for Southbridge Gas (176 Worcester Street), causing a hazard. Chief Woodson recommended changing parking regulations in the area to not allow parking within 30 feet of the entrance/exit for Southbridge Gas

i. Motion made and approved to forward this to subcommittee for further review/approval.

Motion made by Splaine, seconded by Lazo 5-0

19. Adjourn 7 PM. Motion made by Steeves, seconded by Lazo. Vote 5-0

Respectfully submitted by Chairman Councilor Marketti