

# TOWN OF SOUTHBRIDGE

## A JOINT MEETING OF THE D.P.W. SUBCOMMITTEE and TOWN COUNCIL TUESDAY October 11, 2022 6:30pm VETERANS ROOM

### Minutes

1. Call to Order
2. Roll Call: Councilors Marketti (Chair), Gus Steeves, (Joe Daou absent). Citizen Members Kevin Splaine and Steve Lazo. Also in attendance, Philip Harding, DPW Operations Manager.
3. Consider and approve Joint DPW/Town Council Meeting Minutes of September 20, 2022. Vote 4-0.
4. Citizens Forum: None
5. Discuss the Town Manager's appointment of Benjamin Doros as Maintenance Man Equipment Operator for the Town of Southbridge DPW pending the successful completion of pre-employment physical and background screening. Entertain a motion to recommend to Town Council for confirmation. Motion made by Kevin Splaine, second by Steve Lazo.

**Discussion:** Town Manager McCall was unable to attend the meeting so Philip Harding, Operations Manager at DPW, informed the Committee that the applicant has a CDL Class B license, 2A/1C Hoisting License, and experience working for the Town of Brimfield, DPW. Committee member Splaine and Lazo spoke highly of the applicant. **Vote 4-0 to approve appointment.**

6. Discuss the purchase of an HP DesignJet T2600dr from CDW-G for \$14,395.50 from state bid list contract #ITC73, with funds from DPW (\$4,395.50 from Small Capital – Acct #001499-583000), Water (\$5,000 from Maintenance & Operating – Acct #610450-520100), and Sewer (\$5,000 from Maintenance & Operating – Acct #600440-520100). Entertain a motion to recommend that Town Council approve this purchase and authorize the Town Manager to sign related documents. Motion made by Lazo, second by Splaine.

**Discussion:** Phil spoke about the current printer equipment and computer failure. Due to the age of the printer it is recommended we replace it. The printer is used for blueprints for residents and town hall printing needs. Committee members felt that the equipment is needed. **Vote 4-0 to approve purchase.**

7. Discuss the Town Manager's appointment of VHB and Tighe & Bond as interim engineers for on-call services. Entertain a motion to recommend to Town Council for confirmation and authorize the Town Manager to sign all related documents. Motion made by Splaine, second by Lazo.

**Discussion:** Phil spoke to the Town Manager who said this is for an "on-call" service for when we need someone to provide engineering assistance, until we hire a full time engineer. Kevin Splaine made a motion to postpone this agenda until Town Manager is available to answer questions concerning conflicts, as these engineering firms are providing oversight on current road projects in town. Second by Lazo. Councilor Steeves inquired about conflicts as well. Peg Dean, of the Economic and Development Department, spoke about current projects in town that these engineering firms are working on. Ms. Dean thought it would be a good idea to continue working with these firms as they are entrenched in these projects. Chair Marketti asked if there is a need to vote on this tonight, otherwise he'd also like to postpone. Phil said the Town Manager had no problem postponing. Councillor Adams asked that we vote on this before the next Council Meeting. The motion was clarified to postpone until the next meeting on October 17, 6:00 PM. **Vote 4-0 to postpone.**

8. Discussion of trench by-law or regulation change. Chairman Marketti handed out recommendations for changes to the Town's Trench Regulations. The Committee had a "round-table" discussion about the recommendations by the Chair.

**Application:** Create long-format application including full disclaimer, applicant names, location, dig safe #,

**Application Fee:** Mr. Splaine recommended that we waive the Application Fee. Citizen George Chenier recommended we not waive the application fee. There was a question about whether utility companies application fees are waived per law. Citizen Corey Chenier said his experience is utility companies fees are not waived.

**Inspections:** Discussion about inspections during project construction. Included a job description of a possible new position at DPW for a Construction Inspector.

**Penalties:** Discussion about penalties for contractors who fail to adhere to trench regulation. A suggestion was made by Mr. Splaine to include a cost for repair, should the Town's DPW have to do the work.

**Moratorium:** There was discussion about a moratorium. Committee members thought there was already a moratorium in the regulations. Citizen Corey Chenier recommendation that part of the moratorium should include a description of the work to be performed in case of an emergency (such as infrared) and fees required for repaving roads.

Councilor Steeves recommended changes concerning repaving curb-to-curb after long trenching. Mr. Splaine suggested clarification on repaving. Corey Chenier spoke about the problems with full curb-to-curb repaving and the cost. Councilor Steeves also asked about adding language to Regulation #18 concerning automatic denial of licenses for X amount of years, to pertain to all revocations references in #13, 17 and 18. Councilor Steeves questioned the amount of advanced notice for trench work. Mr. Splaine said minimum 72 hours. Steeves also thought some language in the regulations are vague. Regulation #27 should include Water and Sewer.

Council Chair Daniel asked if we were making the Regulation too onerous? He does not want us to over-regulate and hurt small businesses. Splaine answered that as a small contractor, the regulations being proposed are not over burdensome. His insurance costs are higher than what our current regulations require. Corey Chenier said that if there is a Dig Safe requirement, that would take care of some of Councilor Steeves concerns. Also, most smaller contractors are not going to be doing trench work we are talking about. George Chenier suggested we hire someone to perform oversight, as he said there are over 300 permits in town that have not been inspected. Corey said the inspections are basically excavation, back fill and and put-back. Splaine said the biggest thing is oversight and enforcement.

9. Adjourn: Splaine/Lazo. Vote 4-0

Documents to be attached:

- Trench application proposal
- Regulation recommended changes
- Inspector job description proposal