

DPW MEETING

April 7, 2011

Present:

DPW Board Members Chairman Louis Shattuck, Greg Rice, Lewis Lunn, Fred Farmer, John Dee, DPW Director Kenneth Kalinowski, P.E. and Water/Sewer Superintendent Laurie Stevens.

Call to Order:

Chairman Louis Shattuck called the meeting to order at 7:00 p.m.

DPW Director Ken Kalinowski asked Chairman Lou Shattuck if he would entertain a motion to take the items on the agenda out of order and move the executive session to the end of the agenda so that the Board can leave the Executive Session for adjournment. Greg Rice made a motion to move the Executive Session to the last item of business. Fred Farmer seconded the motion. **The motion passed unanimously.**

Acceptance of Minutes:

Fred Farmer made a motion to accept the minutes of March 10, 2011; John Dee seconded the motion. **The motion passed unanimously.**

Abatements:

- 33 Chace Ave \$3,576.76 (W) Request for abatement of water use charges by the office.
- 67 Groton St. \$3,805.49 (W) Request for abatement of water use charges by the office
- 10 Hollis St. \$4,186.86 (W) Request for abatement of water use charges by the office
- 4 Lomar Park \$4,186.86 (W) Request for abatement of water use charges by the office
- 30 Lomar Park \$1,593.57 (W) Request for abatement of water use charges by the office
- 105 Main St. \$ 563.87 (W) Request for abatement of water use charges by the office
- 112B Main St. \$3,042.76 (W) Request for abatement of water use charges by the office

Greg Rice made a motion that the Board approves the abatement requests. Lewis Lunn seconded the motion. **The motion passed unanimously**

Sewer

2010 Sewer Project – DPW Ken Kalinowski updated the Board on the status of the sewer project. Currently they are waiting for National Grid to set a new pole and transformer which will service the pump station on Brookline Street. This is tentatively scheduled for the week of April 18th. Also, the Contractor will be in town the next couple of weeks to locate and repair in leaks in the system. It was noted that the wet well in the pump station was taking on water and there are no services connected yet, so it must be groundwater. The Sewer Division will be sending out letters to the residents asking them to confirm the bedroom counts before the betterments are set.

Water

Water Operator - The water division is currently looking for a replacement for Ron Hamilton, the employee who retired at the end of March. The position was posted internally but no one met the criteria of a D1/T1 license, the position is now going to be advertised in the Fitchburg S&E

and the Lowell Sun as well as the trade journals. The posting will remain open until April 29th and interviews will be held after Annual Town Meeting.

Water Main Flushing – A notice regarding the water main flushing was sent to all the Town Departments, published in the local papers, posted on the town website and the local cable company to inform the residents of Pepperell of this program. This is an annual program where all the town lines are flushed to remove sediments and to reduce the occurrences of stagnant water on dead end lines. This will be done daily from April 6th through June 10th, weather permitting.

Surplus Equipment- the Water division is going to accept bids on 444 Neptune radio read devices that are no longer compatible with the current system along with the handheld readers.

Nashua Road Well Project – The project is almost complete. National Grid has completed the installation of the transformer and meter. The final pieces of equipment are being installed in the pump station. The start-up and testing are scheduled to occur over the next two weeks. The project was supposed to be completed on March 23, 2011, but has been delayed due to contractor issues. DPW Director Ken Kalinowski will be meeting with the contractor regarding their failure to complete the project on schedule. Ken said that in his opinion there is nobody else to blame but the contractor for the delay. When the facility is ready DEP will be notified to perform the final inspection. Once DEP approves and the punch list work is done, the well will be ready to put online. The facility could be operational by early May.

Highway

The Governor's office has issued a letter indicating that the additional 45 million in Chapter 90 road funding has been approved. Pepperell should expect to see \$418,242 in FY2012 which is an increase of \$93,291

Mill Street Bridge - The Bridge is tentatively scheduled to close on April 25, 2011. Demolition will start shortly after that, pending the results of a freshwater mussel survey of the Nissitissitt River in the construction area. Electronic message boards have been placed in town to advise motorists of the pending bridge closure and detours.

DPW Misc.

ATM Articles – The Board members were given a draft copy of the DPW warrant articles. Ken told the Board that the DPW staff is still working on the articles to finalize wording and figures. The Selectmen will be meeting to discuss all the warrant articles, the warrant will then go to print on Friday, April 15th. The DPW Board will meet on April 21, 2011 this meeting to be dedicated to the warrant articles. Ken then proceeded to go through the articles with the Board so that any questions or concerns are addressed prior to the Board of Selectmen meeting. The following articles are from the Annual Town Meeting:

- Article 16 – Replace two large garage doors at the Highway Garage
The current doors are 32 years old and parts when then can be located, are very expensive. They also offer very little insulation which increases the cost of heating. The service company has said they should not be repaired anymore but should be replaced. The cost is about \$5,000 a piece.
- Article 17 – Replace Salt Sander Units
The two sander units which are 25+ years old of have corroded to the point where the metal is no longer repairable, cost \$36,000.

- Article 18 – Replace used Highway vehicles

There are three vehicles that need to be replaced, a 1987 6 wheel HD dump truck, 1989 6 wheel dump truck HD dump truck, and a 1997 1-ton dump truck. These are all high mileage vehicles with substantial defects. The request is for \$35,000 to get newer, lower mileage used trucks.

- Article 19 – Replacement truck for Cemetery

This is to replace a 1998 vehicle that not only does cemetery work but is also used for leaf cleanup and snow removal on town roads.

- Article 20 – Purchase of a service truck for Water

To replace a 1999 chevy ¾ ton utility body truck with \$100,000 plus miles that has mechanical and body rot issues. This vehicle will not meet the state inspection criteria.

- Article 22 – Overhead wire relocation at the Jersey Street Well

This is a request for \$75,000 from Water's retained earnings to relocate poles that were installed outside the limits of the Town owned property.

- Article 23 – Well and Pump maintenance

This is done annually and is based on the recommendations of the annual pump inspection reports.

- Article 24 – Water System Security- rewording of a previous warrant article

To further comply with security recommendations issued by DEP. This money was originally appropriated for security fencing and now the Water Division would like to utilize this money to purchase and install security items including burglar, fire and safety alarms; security cameras, etc...

And the articles from the Special Town Meeting are as follows:

- Article 2 – FY2011 Snow Removal costs

- Article 3 – Transfer of Funds – Water Enterprise Fund

The purpose of this article is to close out the Parker Hill water project and supplement line item 45330 – Capital Outlay – Mill Street Water

- Article 4 – Prior Year Bill – Water Enterprise Fund

To appropriate from the Enterprise fund \$2,668.76 to pay a union employee's retroactive step increase.

- Article 5 – Transfer of Funds – Sewer Enterprise Fund

To transfer money from line item 51112 Salaries, appointed positions to line item 44891 U.S. Bank issued debt.

- Article 6 – Transfer of Funds – Sewer Enterprise Fund

To transfer money from line item 43799 Misc.Departmental Revenue to the General Fund – Other financing Sources to offset the Department of Revenue's Auditor's mandated adjustment.

- Article 7 – Debt Service Payment – Water Enterprise Fund

To transfer money from Retained Earnings to line 46700 U.S. Bank Issued Debt.

Meeting Dates – the next scheduled meetings are Thursday, April 21, 2011
Thursday, May 5, 2011

Drain layers License

Leblanc General Contracting of Tyngsboro, MA has applied for a Combined Drain layers License. All the forms have been filled out, fees paid, the insurance documents have been provided and their references have been checked. The DPW Director requests the board approve and sign off on the forms. Lewis Lunn made a motion to grant a drain layers license to Leblanc General Contracting. Fred Farmer seconded the motion. **The motion passed unanimously.**

Executive Session –DPW Director Ken Kalinowski asked that the Chair entertain a motion to enter into executive session to consider the purchase, exchange, lease or value of real estate or property.

DPW Executive Session

Fred Farmer made a motion that the meeting be adjourned. John Dee seconded the motion. **The motion passed unanimously.**

The meeting adjourned at 8:45 p.m.

Respectfully submitted,

Catherine Knox
DPW Administrative Assistant