

January 10, 2019
Conference Room A
Town Hall

Present:

DPW Board Members Tom Nephew, Paul Brinkman, George Clark; DPW Director Ken Kalinowski

1/10/2019 - Minutes

1. Call To Order At 6:30p.m.

Chairman Tom Nephew called the meeting to order at 6:31 p.m. and announced that it was being recorded and broadcast.

2. Approval Of Minutes

- December 06, 2018. Paul Brinkman made a motion to accept the minutes as amended. George Clark seconded the motion. The motion passed unanimously.
- December 20, 2018. Paul Brinkman made a motion to accept the minutes as amended. George Clark seconded the motion. The motion passed unanimously

3. Abatements

There were no abatements presented to the Board.

4. Public Comment

None.

5. Water/Sewer

Groton IMA update. Tom Nephew said that the Groton Sewer Commission indicated that they would not pay a proportional share of the cost of the Vac Truck, and that they would prefer to continue to be billed as the truck is used. On another note, Tom felt that Groton had no issues with the flow/flow approach to apportioning costs. Tom asked Paul to continue working on the IMA and was aware that it would require legal counsel's review. Ken also informed the Board that the Town Administrator and both Select boards would need to review and approve any agreement between the towns.

Market Penetration. Ken informed the Board that the DPW staff was continuously in contact with town agencies such as Planning and Health to stay abreast of any potential need to expand water and sewer services. Ken also clarified that Pepperell has a 1.3 MGD average day limit on water withdrawal, but that is a theoretical limit that needs to be tempered with the realities of large warm weather usage. Sewer appears to have a much larger upside for potential expansion, especially in the areas off on the northern section of Route 111. Tom voiced concerns about having sufficient lead time to react to potential development as well as containing rate increases. George inquired as to the towns' ability to limit water use in severe conditions, and was informed that the town does have the ability to implement water restrictions on activities such as outdoor watering. Paul weighed in on the revenue implications of restricting water use, such as outdoor watering, which are typically billed at higher rate tiers. George also voiced concerns about over-expansion of sewer possibly creating groundwater recharge issues.

6. DPW

Reclaimed Asphalt. Ken reviewed the email exchange between himself (on behalf of the Board) and the Highway Supt. Ken ran through a conservative cost estimate of what would be involved with the resale of this product via a revolving fund. The cost for the use of Hwy staff time for cutting out road beds and hauling in our material versus reclaiming in place was also discussed. Ken noted that the town will also need to

recognize the need to start reconstructing roads instead of constantly overlaying as the default repair. This approach will undoubtedly entail the town investing in the infrastructure and not relying solely on Chapter 90 funding. There was a discussion of the potential for environmental impacts to the towns water supply should the stockpiled material have contaminants. It was noted that this would be a 'temporary' restriction which could be removed by the Board should it be determined that it was beneficial to resume such a project. Possible reuse of this material in conjunction with street cleanings and ground glass as a road base material was also discussed. Paul made a motion that "effective February 1st, 2019, and until further notice, the Pepperell Highway Department suspend the acceptance of asphalt, concrete or other construction-related debris from non-municipal sources, and further, that the current raw material stockpile area be made secure from future unauthorized dumping by any means deemed appropriate, and that said area be monitored for violations". George Clark seconded the motion. Tom asked for clarification on who could authorize acceptance of materials (the Highway Supt or their designee), and how do we provide notice to contractors who are currently using this service (signage and word of mouth). The motion passed unanimously. George also noted that the use of the processed material needs to be restricted to town-sponsored projects.

Draft FY20 Budgets. There were no questions or comments from the Board. Ken noted that it was likely that all FY20 budgets be level funded aside from contractual obligations.

Transfer Station Rates (discussion). Ken presented various scenarios of the impacts of adjusting the bag tags and sticker rates, including a potential loss of customer base. There was also a discussion about the current sticker sale schedule to better align with the towns fiscal year. Tom asked that the staff contact the local haulers to get a better idea of the curbside cost. There was a discussion about various ways to ensure compliance with both access (stickers) and disposal (tags). The subject of closure of the facility was brought up, along with various accommodations such as a town-sponsored program or exclusive use of private haulers. Tom noted that the Transfer Station was a great town resource and that we should do what we can to maintain it.

Ethics Compliance and Training. Ken reminded the Board that they are required to complete the online ethics training and certification, and to provide the certificate to the Town Clerk.

2019 Elections for Board of Public Works. Ken reminded the Board and viewers that Tom's seat was up for re-election, and that there was also a vacancy. The last day to pull nomination papers is March 1st, and all papers are due back by March 4th.

Highway Supt Recruitment. Ken noted that the advertisement had been placed in the MMA online classifieds, and that the position was 'open until filled'. Tom asked about bringing Parks and Cemeteries under Highway, and Ken told him that it was a move being discussed for increased safety and efficiency. George asked about the duties of the Tree Warden. Paul noted that the ad called for a CDL, and there was some discussion as to whether this was a necessary requirement.

7. Review, Approve And Sign Any Documents Requiring Board's Signatures

Fairlane Letter. A copy was sent to the Board members via email, and it should also be attached to the minutes for future reference.

December Commitments. The December water and sewer commitments were signed by the Board.

8. Any Other Matters That May Arise Which The Chair Could Not Reasonably Anticipate.

None.

9. Commissioners Comments

Rate Hearing for Transfer Station. Paul asked if a rate hearing was required. Ken noted that we have never held one for Transfer Station rates, and added that solid waste matters in general did not follow typical statutory limitations for matters such as disposal contracts, etc...

Peter Shattuck retirement. Ken thanked Peter for his years of service, and the Board concurred that he

would be missed.

10. Next Meeting Date:

The next proposed meeting dates are:

- January 24, 2019

11. Adjournment

Paul Brinkman made a motion to that the meeting be adjourned. George Clark seconded the motion. The motion passed unanimously.

The meeting adjourned at 7:55 p.m.