

Advisory Board of DPW  
Monday, June 10<sup>th</sup> at 5:30 pm

Members in attendance: Chairman Christopher Tarr, Vice Chairwoman Maria Palomino, Board Member Elena Proakis

Also in attendance: Director of Public Works Richard Stinson, Assistant Director of Public Works Joseph Conway, and Principal Office Assistant Adam Pinkney

Meeting called to order at 5:34 pm.

- 1) Approval of minutes from previous meeting
  - Wednesday, May 20<sup>th</sup>, 2019
  - Chairman Tarr entertained a motion to accept the May 20<sup>th</sup>, 2019 minutes, Vice Chairwoman Palomino motioned to approve the minutes of May 20<sup>th</sup>, 2019, Ms. Proakis seconded, no discussion given, all approved, motion carries for May 20<sup>th</sup>, 2019 minutes to be approved
- 2) Participation
  - None
- 3) Water Hearings
  - **A. 93 Elm Street**
  - Residents Fred Colangelo approached the Board regarding a recent Water and Sewer bill issue. Bill from 03/12/2019 seemed excessive, had toilet checked for leaks with no leaks found. Resident also checked meter from overnight to morning. Mr. Colangelo also noted his irrigation was shut off for the winter season. When meter was checked on 05/13/2019 read at 12718996, at 6:00 am on 05/14/2019 read at 1271903, at 11:00 pm 05/14/2019 read at 12719702, and at 6:00 am on 05/15/2019 read at 12719788, difference of 792 in that time span.
  - Mr. Conway offered to have meter replaced through Water Division, Mr. Colangelo agreed as he was originally scheduled to have a new one installed.
  - Mr. Colangelo asked where else he should check for a leak, Ms. Proakis suggested checking his water heater as well as his irrigation system.
- 4) MVP Program Updates
  - Ms. Palomino presented updates on program, workshop of 25-40 individuals from the Town of Wakefield. Governor Baker's administration initiated the MVP program to counter extremes of weather as a result of climate change. The goal of the workshop was to determine three key areas that require resources in order to meet anticipated weather challenges. The MVP workshop participants determined Wakefield should (1.) rectify the deficiencies with the Department of Public Works Building; (2.) initiate cleanup of the waters of Lake Quannapowitt; and (3.) create a survey to identify at-risk members of the Town's population in the event of weather or environmental emergencies, e.g., seniors and those with medical and physical disabilities. Once this information is submitted to the state, Wakefield may become eligible for various grants from the state.
- 5) Water and Sewer Fees
  - Mr. Stinson said looking to update as it has not been done in several years.



Advisory Board of DPW  
Monday, June 10<sup>th</sup> at 5:30 pm

- Mr. Renault presented Water and Sewer fees, Ms. Proakis mentioned application fees seem high as they would fall to the home owner, Mr. Renault explained based on estimate of hours spent reviewing/receiving applications.
  - Ms. Proakis mentioned a provision could be added for a replacement utility service.
  - Mr. Stinson said we could create a tier for utility service, new service at \$125.00 and renewal at \$100.00.
  - Ms. Proakis motioned to approve the proposed fees, Chair Tarr seconded, all approve. Motion carries to approve proposed fees.
- 6) Fiscal Year 2020 Water/Sewer Rates
- Mr. Stinson said we are awaiting on revenue from this week, looking at meeting next week on Monday, June 17<sup>th</sup>, 2019 at 9:00 am in Department of Public Works Office. Information will be provided prior to meeting.
- 7) Second Meter
- Mr. Stinson presented draft letter regarding the Town's second meter policy. Town of Wakefield has obligations to the MWRA.
  - Ms. Proakis mentioned it's great to have the stipulations if Town Council decides to move forward with second meter program.
  - Chair Tarr entertained a motion to accept draft as presented, Ms. Proakis so moved, Ms. Palomino seconded, no discussion, all approve. Motion carries to accept draft letter as presented.
- 8) Recycling Discussion
- Mr. Stinson explained listed to continue discussion.
  - Ms. Palomino asked when contract ended, Mr. Stinson said September 2021.
  - Mr. Stinson said disposal contract ends in 2020.
  - Ms. Proakis mentioned that textiles seemed staggering and we should be looking at it, Mr. Stinson said we could work at marketing through JC Marketing, our website, and newspaper.
- 9) Next Meeting
- Monday, June 17<sup>th</sup> 2019 at 9:00 am
  - Monday, July 22<sup>nd</sup> 2019 at 5:30 pm
- 10) Other Business
- Chair Tarr shared email from Town Administrator Stephen Maio regarding committee for Department of Public Works Director
  - Chair Tarr also acknowledged Mr. Stinson for his years of service not only to the Department of Public Works but for the Town of Wakefield as a whole.

Chair Tarr entertained a motion to adjourn, Vice Chairwoman Palomino made a motion to adjourn, Ms. Proakis seconded motion, no discussion, all approved, motion carries to adjourn at 7:09 pm

