

Advisory Board of Public Works

Monday, February 3rd, 2020 – 5:30 pm

Attendance: Vice Chair Maria Palomino, Member Elena Proakis

Absent: Chair Christopher Tarr

Also Attendance: Director of Public Works Joseph Conway, Business Manager Ann Waitt, Environmental Manager Claire Moss, and Principal Office Assistant Adam Pinkney

- 1) Call to order at 5:32 pm
- 2) Public Participation
 - None
- 3) Approval of December 9th, 2019 Minutes
 - Vice Chair Ms. Proakis motioned to accept the minutes Monday, December 9th 2019, Ms. Palomino seconded, no discussion, all approve, motion to accept the minutes Monday, December 9th 2019 carries
- 4) Water & Sewer Hearing
 - 503 Lowell Street
 - Tabled until resident arrives
 - Mr. Stephen Pearl approached the Board, he presented a high use bill, no leaks found to his knowledge
 - Ms. Proakis noted the account inquiry showed a meter change on January 13th, 2020
 - Chair Mr. Tarr asked to have this tabled until more data could be compiled from the meter
- 5) Water & Sewer Review
 - 22 Sycamore Road
 - Justice family received high usage from bill, most recent Water bill was higher than usual with no one in the home since early July, no sprinklers, no watering lawn, toilets checked from plumber with no leaks found
 - Recent bill shows return to normalcy within the range of consumption usage
 - Ms. Proakis asked what the relief would look like on 2,000 cubic feet, bringing the bill to \$309.70
 - Ms. Proakis motioned to reduce the 2,000 cubic feet, Ms. Palomino seconded, no discussion, all approve, motion to reduce the 2,000 cubic feet
- 6) Refuse & Recycling
 - **A) Simple Recycling**
 - Ms. Moss presented Simple Recycling textile recycling program, explained that neighbors in Melrose had similar concern with schools already collecting textiles through Bay State however since using Simple Recycling the drop off have been consistent
 - Ms. Waitt explained that since utilizing the program Simple Recycling has been a great community partner
 - Chair Mr. Tarr asked if every school offers a drop off location, Ms. Moss explained that there is drop boxes at each school
 - Vice Chair Ms. Palomino asked what the next steps would entail, Ms. Moss explained that the Board would need to provide an approval



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- Ms. Proakis motioned to implement the Simple Recycling program, Vice Chair Ms. Palomino seconded, no discussion, all approve, motion to implement the Simple Recycling program carries
- 7) Other Business
- Ms. Palomino mentioned how some communities are utilizing their website presence to show what average families may look like with their Water and Sewer bills, presented various informational websites that could be utilized on the Town's current website
 - Mr. Conway explained that there is a current "walk through" version of a home owners' bill that communications will be working to implement on the Town's website
 - Mr. Conway introduced and welcomed the new Business Manager Ms. Ann Waitt
 - Mr. Conway also acknowledged the new Field Operations Manager Mr. Christopher Hunt
 - Vice Chair Ms. Palomino inquired about the Water Rate Study, Mr. Conway explained the RFP should become available shortly
- 8) Next Meeting
- Next meeting scheduled for Monday, March 9th, 2020 at 5:30 pm
- 9) Adjournment
- Ms. Proakis motioned to adjourn, Ms. Palomino seconded, no discussion, all approve, motion to adjourn at 6:56 pm carries

