

**Advisory Board of Public Works**  
**Minutes**  
**Monday, May 21, 2018**

Members in attendance: Chairman David West, Board Member Maria Palomino and Christopher Tarr  
Also in attendance: Director of DPW Richard Stinson, Business/Operations Manager Carol Antonelli, and Assistant Director Joe Conway.

Meeting called to order at 5:30 pm.

- 1) New Board member Christopher Tarr introduced.
- 2) Participation – Richard Stinson discussed National Public Works Week (May 21, 2018) and the proclamation signed by the Town Council
- 3) Minutes of the April 23<sup>rd</sup> meeting - Approved
- 4) Town Meeting Recap
  - \$100,000 approved for new sidewalks
  - \$500,000 approved for roadway improvements. The roadway paving need is still short by 50%.
  - Radio System replacement approved
  - Eminent Domain approved
  - Water Main improvement article approved
  - Rail to Trail Article approved. This article authorizes the Town Council to negotiate a lease with the MBTA
  - Article 25 – changes to snow & ice removal on sidewalks was approved with one change. The hours that those covered by the bylaw must clear sidewalks by was increased from 12 hours to 24 hours.
  - DPW's four (4) operating budgets approved
- 5) Event Info – Updated the Advisory Board on the following:
  - Grade 3 Recycling program would take place the week of May 21<sup>st</sup>, 2018
  - Fill A Public Works Truck Food Drive – during national public works week – May 21<sup>st</sup> to May 26<sup>th</sup>, 2018
  - FOLQ Meeting – Claire Moss, DPW Stormwater Manager would be presenting to the group on May 23<sup>rd</sup>, 2018
  - MWRA poster & writing contest winners from Wakefield will be honored on May 25<sup>th</sup>, 2018 at the MWRA Deer Island Sewer Treatment Facility
  - Rain barrel distribution program will take place on May 30, 2018. Barrels will be distributed at our North Avenue Facility
  - WCNA festival by the Lake will take place on June 9, 2018. DPW will have a table at the event
  - Hartshorne House Breakfast to be held on June 5<sup>th</sup>, 2018 at the CCC's. Funds raised go towards maintaining the Hartshorne House.
- 6) Town Engineers position
  - Informed the Board that Mike Collins the current DPW Town Engineer will be retiring on July 27<sup>th</sup>. Also, I have advertised the position and will begin reviewing applications after the deadline of May 25<sup>th</sup>.
- 7) Project Review
  - Boiler / HVAC improvements will take place over the summer of 2018 and will include: Greenwood School (boiler), Doyle School (boiler), Town Hall (boiler), High School (HVAC units replacement)

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- Road Improvements will begin with Vernon Street (Water to Salem) and Greenwood Avenue (Pitman Avenue to Oak Street). The Board would like a letter drafted for the next meeting that will be sent to the WMGLD regarding the gas main/service improvement program and approach and the impact it is having on Town roadways. The board also asked how many vehicles exist in town today compared to the number of vehicles in the 1960's, 1970's, 1980's and 1990's.
  - National Grid 345 KV Line project – the project construction will most likely begin in the spring of 2018.
- 8) Water/Sewer Rate Meeting – The Advisory Board Water/Sewer rate meeting will be held on June 18<sup>th</sup>, 2018 and the Advisory Boards recommendation will be presented to the Town Council on June 25, 2018.
- 9) Old Business
- MBTA property on Water Street @ Vernon – What is the curbing that is being installed? DPW is creating and island for plantings for the purpose of dressing up the area. We have a company lined up to do the planting.

Next meeting will be Monday June 18<sup>th</sup> at 5:30 pm

Ms. Palomino motioned to adjourn, Mr. Tarr seconded the motion. Motion passed.  
Meeting ended at 6:30 pm