



DPW EXPLORATORY COMMITTEE

272 Main Street Townsend, MA 01469

RECEIVED
NOV 15 2016
TOWN OF TOWNSEND
TOWN CLERK

John Hussey, Chairman
(978) 597-1700 EXT 1704

Joseph Shank, Vice-Chair

Kevin Smith, Clerk
csmart@townsend.ma.us

DPW EXPLORATORY COMMITTEE MINUTES NOVEMBER 12, 2015 - HIGHWAY GARAGE 175 MAIN STREE TOWNSEND - 6:00P.M.

I. PRELIMINARIES:

- 1.1 The meeting was called to order at 6:00P.M.
- 1.2 Roll call vote taken showed 3 members present: Joe Shank (JS), John Hussey (JH) and Kevin Smith (KS)
- 1.3 Chairman's additions or deletions.
- 1.4 Review/ Approve Meeting Minutes for September 16, 2015.
JS moved to approve the meeting minutes for September 16, 2015. JH seconded. Unanimous vote.

II. MEETING BUSINESS:

- 2.1 Discussion, RE: Ed Kukkula, Highway Superintendent formation of DPW.
The Committee met with Ed Kukkula at the Highway Garage located at 177 Main Street in the Common/Lunch room for conceptual discussion of the formation of a DPW in Townsend. Several others were in attendance from other town departments and committees. Discussion included: potential time line for implementation, changing positions through attrition, available space within the Highway garage for other departments, concerns that all departments are not helping with snow and ice removal, potential need to change charter and process, budgetary constraints of the Highway Dept, staffing issues, previous study on needed personnel, understanding of union personnel as outlined in the collective bargaining agreement, potentially change of needed positions, additional conversation regarding the formation of a commission outlining a different name than DPW might be considered.

JS asked the committee to consider asking the Board for additional members to be on the study committee, having 5 members would help with the workload. JS moved to ask the Board of Selectmen to see if we can get 2 more persons added to the study committee. There was no second. The Committee discussed the pros/cons of adding additional members to the committee.



DPW EXPLORATORY COMMITTEE

272 Main Street Townsend, MA 01469

John Hussey, *Chairman*
(978) 597-1700 EXT 1704

Joseph Shank, *Vice-Chair*

Kevin Smith, *Clerk*
csmart@townsend.ma.us

JH asked Mr. Kukkula for an understanding of what policies and procedures are in place now for road construction and pavement. JS stated the mission should be looking at what is the best interest of Townsend.

KS stated his goal is to try and get the existing departments to work together including the planning of work to be done and work to get the Highway Dept the additional funding and staffing they need.

The Committee members took a tour of the Highway Garage with Ed Kukkula to assess space and needs of the Highway Dept.

2.2 Review draft mission statement.

To be tabled for further discussion of goals for the study committee after review of the DOR report.

2.3 Member Updates/Reports.

JS stated he spoke with Melinda from DOR regarding the study and she will forward the information of what other communities have done. JS informed the committee the report should be back from the DOR within a few weeks.

2.3.1 Review mail if applicable.

There was no mail to review.

2.4 Review/Set Meeting schedule.

The Committee tentatively set the next meeting for January 7, 2016 pending availability of the Water Commissioners and Superintendent. Location to be decided when date is coordinated. Ms. Smart to email members with date/time/location.

III. ADJOURNMENT:

JS moved to adjourn the meeting at 7:57P.M. KS seconded. Unanimous vote.

Meeting minutes for November 12, 2015 approved and released at their meeting held on 1-25, 2016.