

Members present: Kevin M. McCormick  
John W. Hadley  
Siobhan M. Bohnson  
Members absent: Christopher A. Rucho

Mr. McCormick convened the meeting at 7:00 p.m.

**Read and Acceptance of Minutes from Previous Meeting**

Motion Mr. Hadley to approve the regular session meeting minutes from April 29, 2015, seconded by Ms. Bohnson, all in favor.

Motion Ms. Bohnson to approve the executive session meeting minutes from April 29, 2015, seconded by Mr. Hadley, all in favor.

Motion Mr. Hadley to approve the regular session meeting minutes from April 5, 2015, seconded by Ms. Bohnson, all in favor.

Motion Ms. Bohnson to approve the regular session meeting minutes from April 6, 2015, seconded by Mr. Hadley, all in favor.

Motion Mr. Hadley to approve the regular session meeting minutes from April 13, 2015, seconded by Ms. Bohnson, all in favor.

Motion Ms. Bohnson to approve the executive session meeting minutes from April 13, 2015, seconded by Mr. Hadley, all in favor.

**ANTHONY SYLVIA, DIRECTOR OF PUBLIC WORKS**

**1. Consider signing contract with Lenard Engineering for engineering services for our MassWorks Grant Program**

Mr. Sylvia explained that Lenard Engineering (LEI), our on-call engineer, is working with us on the MassWorks application. He has made some minor changes to the scope of the work and he is in conversation with the state on those changes. Once we get approval then we will be able to go forward with the plan. The revised scope of work will be in the town's center and school zone. It may be more based on the materials and market. It is 7,000 linear feet and he will use asphalt sidewalks with granite curbing. As the scope is to focus on the town's center, those areas outside of that will be done later outside of the grant. He is only changing the timing the location of the sidewalks have not changed. We have a specific schedule to do before the 2016-2017 school year and Mr. Sylvia will get the Board a new sidewalk plan.

**2. Update on Pavement Management Program**

Mr. Sylvia held a kick off meeting with Fay Spofford and Thordike. Inspections will be starting any day now. Engineers will be going through all of our neighborhoods to assess their conditions. Ms. Bohnson asked about Malden Street. Mr. Sylvia noted that all streets including Malden Street would be included. He hopes to report back to the Board at their second meeting in July. Ms. Bohnson asked about the Malden Street report and Mr. Sylvia advised that Malden Street is a separate project.

Mr. McCormick has a copy of an email Mr. Sylvia sent to resident John Riopel in which Mr. Sylvia estimates construction to begin on Malden Street by July 31. Mr. McCormick voiced his concern that Mr. Sylvia previously informed the Board that construction would begin in May. He asked why we are so far behind schedule. Mr. Sylvia explained that he has not had enough time

to complete the specs for the project. He wants it done soon, and his goal is to get as much done before school begins. He is doing the engineering for drainage and road improvements for the project, then he will go out to bid to do the construction portion. He anticipates having it ready in another month and then go out to bid for two or three weeks. Ms. Bohnson questioned why this is taking so long, it has been in discussion for quite some time so it could be first on the list. Mr. Sylvia stated that the work is not what is taking long, it is getting to it that is taking so long. The winter was overwhelming with other projects. He feels the DPW needs a town engineer or an engineering division. Ms. Bohnson would like him to devote any time he has to this project as it is a priority. She added that the people on the street have been putting up with a bad situation.

Mr. McCormick noted that the last time the Board discussed Chapter 90 they talked about Malden Street and he thought it was on the list of things for LEI to do the engineering for. Mr. Sylvia advised that LEI is working on a list of drainage projects and now they are doing the sidewalk improvement project. They designed the drainage project on Prospect Street and the DPW did the work. Mr. McCormick feels that if Mr. Sylvia has so many things to do that LEI should do the Malden Street project. He thought we were going to hire a firm and it would be done sooner. We have always hired an engineer so we can go back to the engineer and if there are things like this that you can pass off to him, we should do that. Mr. Sylvia stated that it is a balance of work load for Leonard and covering liability issues. He is aiming to reclaim the road. With regard to the four-way stop sign project at Prospect Street Mr. Sylvia feels that the project should be engineered with a stamp. Mr. Hadley asked Mr. Sylvia if he felt confident he could design Malden Street and Mr. Sylvia indicated that he did.

### 3. Consider Update to Stormwater Bylaw

Mr. Sylvia reports that we currently have a bylaw, however, the EPA is going promulgate new regulations which we need to be prepared for. He has drafted changes in anticipation of what they are requiring, illicit detection and discharge elimination. It will need to go to town meeting for approval. He will also share with the Conservation Commission.

Motion Mr. Hadley to send the draft bylaw to the Planning Board and let them know that before they schedule their public hearing they should check with the Conservation Commission, seconded by Ms. Bohnson, all in favor.

### 4. Update on Chapter 90 – this will be on the June 3, 2015 agenda.

### 5. Consider signing Proclamation for National Public Works Week

Motion Mr. Hadley for the Board to sign the Proclamation, seconded by Ms. Bohnson, all in favor.

Mr. McCormick asked Mr. Sylvia how he is coming with the projects that will be paid for by the additional \$44,404 Chapter 90 funds that have to be spend by the end of June. Mr. Sylvia advised that the stripping and guardrail are scheduled and the cracksealing scope of work will be scheduled.

Mr. Hadley received a call from a vendor in Leominster. We owe him about \$3,500 and he has not bene paid in months. Mr. Sylvia will look into that. Mr. Hadley asked if we are going to repair the trackless machine. Mr. Sylvia explained that it is \$12,000 expense, he has not identified funding for it and they do have other means to perform that work. Mr. Hadley would like an update at the next meeting. Ms. Bohnson would like an update on Malden Street at the next week.

Mr. Sylvia thanked the Board for the equipment his department will get as a result of town meeting. He also thanked them for the new street sweeper and noted that we finished our seasonal sweeping yesterday. Mr. Hadley asked when he expected to get the gas system installed. Mr. Sylvia will sign the contract this week and expects the parts in 3-4 weeks, early July. He is currently prorating the amount of fuel we are buying to the various departments who use the fuel. It is the best estimate he can do.

**NEW BUSINESS**

1. Concurrence on the appointment of Bill Nicholson as the Government Rep. to the Central Mass Emergency Medical Services Corp. effective May 21, 2015 for a term to expire on April 30, 2016

Motion Mr. Hadley to concur with the appointment, seconded by Ms. Bohnson, all in favor.

2. Consider accepting the following donations for the Bandstand on behalf of the town: Aaron Goodale III \$250.00 and Cheoy Lee's II \$250.00

Motion Mr. Hadley to accept the donations, seconded by Ms. Bohnson, all in favor.

2. Consider signing contract for Interim Town Administrator with James Purcell effective May 26, 2015

Motion Ms. Bohnson to sign the contract, seconded by Mr. Hadley, all in favor.

3. Consider authorizing the Fire Chief to issue a permit for a bonfire to the Celebration Committee for May 23, 2015

Motion Ms. Bohnson to authorize the Fire Chief to issue the permit, seconded by Mr. Hadley, all in favor.

4. Consider providing input and comments for the Site Plan Review on 216 West Boylston Street owned by Checker Real Estate

Mr. Hadley reports that yesterday he had a meeting with Checkerboard. They went directly to the Planning Board and didn't request a roundtable. The Board will review the plan and offer their comments to the Planning Board at the next meeting.

5. Board members need to notify the office if they would like their \$1.00 stipend check

Messrs. McCormick and Hadley and Ms. Bohnson all declined their stipend check.

**OLD BUSINESS**

1. Update on - Consider Signing Sewer Connection Fee Agreement from Sajda Gardens, LLC for Oakdale 40b Project – Mr. Ali will be meeting with the ZBA on May 28<sup>th</sup>

**FUTURE AGENDA ITEMS**

Ms. Bohnson would like to finalize the Town Administrator Search Committee and she would like an update on the Electronic Sign on The Common. She also noted that the building looks very good and thanked the DPW.

Mr. Hadley would like to discuss donation bins. This will be on the agenda for the second meeting in June.

Mr. McCormick reminded everyone to come out to vote on June 2<sup>nd</sup>. There is a race for Selectmen and Town Clerk

With no further business to come before the Board, motion Ms. Bohnson at 8:10 p.m. to adjourn, seconded by Mr. Hadley all in favor.

Respectfully submitted,

Approved: June 3, 2015

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Nancy E. Lucier, Municipal Assistant

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Kevin M. McCormick, Chairman

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John W. Hadley, Vice Chairman

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Siobhan M. Bohnson, Selectman