PUBLIC WORKS COMMISSION MEETING MINUTES

The Public Works Commission met at 7:15 p.m. on Wednesday, April 17, 2019, at 135 Keyes Road, Concord, Massachusetts. Pursuant to Chapter 303 of the Acts of 1975, notice of the above meeting was duly filed with the Town Clerk, Town House, Monument Square, Concord, Massachusetts.

PRESENT:

Commissioners:
K.C. Winslow
Andrew Boardman
Peter W. Wallis
James Terry

Absent:
Steven Ng

Staff:
Richard K. Reine, M.S.C.E., CA Public Works and Engineering Director
Alan Cathcart, Water/Sewer Superintendent
Anna R. Trout, Administrative & Special Projects Coordinator

Other:
Peter Durning (Mackie Shea, PC)
Robert Eilsinger (League of Women Voters Observer)
Richard Jamison (Finance Committee Observer)
Alice Kaufman (Select Board Observer)

A: ACTION ITEMS

A-1 through A-4 - The meeting was convened at 7:15 p.m. by Commissioner Winslow.

The meeting minutes from March 13, 2019, were approved.
The next two PWC meetings were scheduled for Wednesday, May 8 at 7:15 P.M. at 141 Keyes Road and Wednesday, June 12 at 7:15 P.M. at 141 Keyes Road.

D: DISCUSSION/ACTION ITEMS

D-1: Review PWC Calendar Draft

Director Reine mentioned that the Volunteers of America have prepared their documentation in relation to a sewer waiver, and should be scheduled to attend the May Public Works Commission Meeting.
D-2: Roads Program Hearing

Commissioner Wallis MOVED and Commissioner Boardman SECONDED, and it was UNANIMOUSLY VOTED as follows:

To open the Public Hearing for the Roads Program.

Director Reine explained that the Roads Program Briefing was held at the March Public Works Commission Meeting. Following that briefing meetings were held with residents at all the different roadwork locations. The program goals include combining roads program work with utility work. We make investments in major residential roadways, arterial and collector roadways.

We received favorable Town Meeting support for a 1.4 million dollar bond authorization for continued roadway repairs. Chapter 90 funding was obtained at the sum of $668,000, in addition to $120,000 from the Road Revolving Fund and Capital Plan Funding of $100,000. We also have funding in the Highway/Grounds budget for crack sealing, infrared patching and pavement patching.

The type of road treatment is dependent upon the Pavement Condition Index (PCI) which indicates the following treatments: do nothing, maintenance, mill and overlay or reclamation/full depth. The project list is created and ranked according to the Benefit Value Index (BVI). This is confirmed with certain testing including pavement cores. The base underneath the roadway is also analyzed to make sure sufficient materials are in place. Recommended investment is $1.5 Million Dollars for pavement rehabilitation to maintain the Town wide target pavement condition of 80 PCI. At least one half million dollars or at times more of that funding is targeted to other elements of our roadway infrastructure other than pavement such as drainage, guardrails, sidewalks, pavement markings and street signs. Our PCI is currently at 74. We have seen some reduction in the PCI as a result of significant investment in the Cambridge Turnpike Project. We also made a deliberate decision over a decade ago to invest in the longer residential roadways that have lower average daily traffic counts such as Hunters Ridge, Caterina Heights, Park, Adams, Shadyside and Nimrod, which are expensive to construct, and they have not been rehabilitated since they were constructed back in the 1950’s. This backlog of streets that would normally not rise to the top for treatment due to the high cost and low return on investment from an ADT standpoint was an ongoing issue that is currently much resolved. We expect to be back at the 80 PCI in the next few years if we continue our investment as planned in our 5 year debt plan.

The two predominant treatment strategies are the mill and overlay and reclamation. This year the roads we are proposing to do are in the mill and overlay category. We plane off the top course of pavement, adjust castings,
perform utility work, reinstall the top course pavement and line paint the roadway. This year’s plan is to perform work on 2.38 miles of roadway including portions of Monument Street, Old Marlboro Road, Walden Street and Sudbury Road.

Commissioner Boardman MOVED and Commissioner Terry SECONDED, and it was UNANIMOUSLY VOTED as follows:

To close the Public Hearing for the Roads Program.

Director Reine was asked about a gas leak that just occurred on Cambridge Turnpike. He explained that the contractor performed an excavation and encountered a six inch gas pipe that was not marked. They uncovered the pipe and discovered that it was a live main. A temporary repair was performed with a permanent repair being made tomorrow. Residents have been notified of the road closing. The Hawthorne Lane, Cambridge Turnpike intersection will potentially be closed to through traffic, essentially making Hawthorne Lane a cul-de-sac during the two years that it will take to complete the project.

The people at Mildred Circle and Sandy Pond won’t be able to come through Hawthorne, so will have to take a right on Cambridge Turnpike and then a right on Route 2 to get to Concord Center. We continue to evaluate detour options so changes may occur based on traffic operations. Access to the Farm Stand, Emerson House and Concord Museum will be via Lexington Road during this first phase.

The issue of residents installing fences and plants within the Town’s right of way was raised. In some cases the resident is required to remove these items that interfere with road and/or sidewalk renovations at their expense.

D-3: Director’s Report

- **Municipal Vulnerability Program (MVP) Community** – Concord has become a Municipal Vulnerability Program Community, which makes the Town eligible for grant funding. One of the projects that is being proposed is a Climate Action Plan. The second priority project is a reforestation effort, where we are asking the State for $100,000 to plant approximately 50 trees this fall and another 50 in the spring next year. The other portion of that project is a $50,000 effort on the Emerald Ash Borer response. We are looking at a Bio-insecticide treatment before the Emerald Ash Borer arrives. We would want to move on this project this year. We are also looking at a feasibility study and preliminary design on a municipal tree nursery to be hosted at the Wastewater Treatment Plant where we may be able to use the treated effluent for irrigation. With matching funds the total amount for these projects is $235,000. A letter of support from the Public
Works Commission was presented to and signed by Commissioner Winslow.

- **Compost Site Sticker Program** – Thus far we have distributed 530 stickers for the compost site. Most people are pleased with the program. They are aware that contractors and people from out of Town have been using the facility.

- **Spring Business Recycling Event** – This event was held on April 5, with 23 businesses attending.

- **25 MPH Thickly Settled Sign Installation** – These 33 signs have all now been installed.

- **White Pond Well Rehabilitation** – Significant capacity improvements have been made as a result of this work.

- **Wastewater Statistics** – When asked about the current status, Director Reine responded that the groundwater levels are very high right now, which has impacted the rolling average. We are at 1.16 on a 1.2 MGD permit. We will have to see what happens in the spring. When asked about additional connections, Director Reine explained that we have structured our sewer improvement fee around the option of a groundwater discharge facility at the Wastewater Treatment Plant that gives us another 155,000 gallons. We also have a permit renewal in front of the DEP and EPA requesting additional capacity of about 146,000 gallons that has not yet been acted on.

If a resident has been identified in the Comprehensive Wastewater Management Plan and were assessed a sewer betterment, they could tap into the system.

**D-4: Commissioner’s Comments**

None.

**D-5: Public Comments**

None.

**D-6: Executive Session – Litigation Strategy**

Commissioner Winslow MOVED and Commissioner Boardman SECONDED to enter into Executive Session for the purpose of discussing strategy with regard to litigation, as an open meeting may have a detrimental effect on the litigating position of the Town. The open session will not reconvene at the end of the Executive Session.

Therefore in a roll call vote recorded as follows:

K.C. Winslow       Aye
Andrew Boardman    Aye
James Terry        Aye
Peter W. Wallis    Aye

It was unanimously voted to enter into Executive Session and not to reconvene the open session at the end of the Executive Session.

**ADJOURNED:** 8:10 P.M.

Respectfully submitted,

Anna R. Trout
Administrative & Special Projects Coordinator
Concord Public Works

Approved,

K.C. Winslow
Public Works Commission

PWC Meeting Minutes
April 17, 2019
Page 5