

PUBLIC WORKS COMMISSION

MEETING MINUTES

Pursuant to the notice filed with the Town Clerk, a virtual public meeting of the Public Works Commission in accordance with the Commonwealth of Massachusetts Executive Order of March 12, 2020 suspending certain provisions of the Open Meeting Law was held at 4:00 p.m. on Wednesday, June 9, 2021. This meeting has been properly noticed with the Town Clerk and has been recorded.

PRESENT:

Commissioners:

Jef Fasser
David DeLong
James Terry
Andrew Boardman

Absent:

K.C. Winslow

Staff:

Alan H. Cathcart, Director
Aaron I. Miklosko, MSFM, Highway and Grounds Superintendent
Steve Dookran, Town Engineer
John Rogers, Water & Sewer Superintendent
Nelson Mui, Management Analyst
Bob Hill, Management Analyst
Paul Reinhardt, Management Analyst
Melissa Simoncini, Environmental Services Program Administrator
Anna R. Trout, Administrative & Special Projects Coordinator

Other:

Terri Ackerman (Select Board Observer)
Robert Hilsinger (League of Women Voters Observer)
Nancy Nelson (Historical Commission Observer)
Rod Riedel, 324 Main Street (Council on Aging Observer)
Andrea Solomon, 110 Hillcrest Road
Karlen Reed

A: ACTION ITEMS

A-1 through A-3 - The meeting was convened at 4:00 PM. by Commissioner Fasser. Attendance roll call of commissioners was made as follows: James Terry, Aye, Andrew Boardman, Aye, David DeLong, Aye and Jef Fasser, Aye.

The meeting minutes from May 12, 2021 were approved by roll call: James Terry, Aye, Andrew Boardman, Aye, David DeLong, Aye and Jef Fasser, Aye.

A review of the calendar including future proposed meeting dates occurred. The next meeting will be held on September 8, 2021. We will be advancing a preliminary roads program discussion in the fall to be more in keeping with funding requests and Town Meeting schedules.

D: DISCUSSION/ACTION ITEMS

D-1: Town Meeting Preparation

Director Cathcart explained that Town Meeting is being held outdoors at the Doug White Field on Sunday, June 13 from 1 PM to 5 PM. All Public Works related matters are included in the consent calendar. If an article is pulled from the consent calendar for discussion, the PWC Chair will be called upon to provide a brief overview of the article with support provided by CPW staff.

This year, Article 9 will be of particular interest to public works as it involves notable FY21 Town Budget line item adjustments. This will include an allowance for a previously unanticipated expenditure of \$600,000 to repair a recently identified Monument Street culvert failure. In addition this article will also include an allowance for unanticipated solid waste and recycling expenditures associated with COVID management needs associated with increased activity in the downtown and public park areas.

D-2: Director's Report

We are working collectively to improve the content of our website, in particular with regard to projects.

- **Solid Waste and Recycling Program (Presented by Melissa Simoncini, Environmental Services Program Administrator) –**
 - **DropOff Event** – This event held on May 15th was very successful with 630 households attending. The process was streamlined allowing 550 of those residents to pre-register. The overall goal is to cover the costs of the event while providing the community with an opportunity to recycle a large variety of items that are not otherwise handled through the curbside collection program. A lot of planning is required before and after the event. The event could not occur without the help of many volunteers and also the great support from the Highway and Grounds team.
 - **Curbside Collection Contract** – Concord is negotiating an amendment to its contract with Waste Management Inc. which runs from July 1, 2021 to September 30, 2022. One notable change is related to the use of a recycling “blended value” formula which recognizes recycled material as a commodity that will fluctuate on the open market. As such this value is calculated monthly and is credited from the base processing fee.

- **Mattress Recycling** – Concord was just awarded a mattress recycling grant, whose total value is estimated at \$17,394.97. The new focus for recycling is to reduce the volume of materials that is taken in as opposed to recycling. Recycling costs money.

- **Engineering (Presented by Steve Dookran, Town Engineer) –**

- **Cambridge Turnpike Improvement Project** – A few remaining punch list items need to be completed to close out the project including some loam and seeding and some undergrounding of Verizon utilities.
- **Hubbard Street Improvements** – This is a Complete Streets Grant Project. Work is scheduled to begin this summer, with completion next construction season. The first phase of this work will involve National Grid’s replacement of their gas line along with drainage work by the Town. The Stow Street parking lot is also part of this project.
- **Sudbury Road Crosswalk** – This is another Complete Streets Project which should be completed by the fall of this year.
- **Roads Program** – Park Lane, Lewis Road, Warner Street and Bedford Court are being reclaimed and repaved. A mill and overlay is being performed on Partridge Lane. Prescott Road and the Peter Spring Road neighborhood will be reclaimed and repaved this summer and fall.
- **StreetScan Pavement Condition Survey** – A system wide Road condition update is being performed this year.
- **Sawmill Brook Culvert on Monument St.** – Significant flooding resulted from the failure of this culvert. A contract is being put together under emergency procurement in order to perform repairs.
- **Shared Streets and Spaces Municipal Grant** – Improvements are being planned along the Bruce Freeman Rail Trail at the intersections of Old Marlboro Road and Williams Road.
- **Online Permitting** – Driveway and ROW permits are now operational online with “Full Circle” software. This allows integration between departments.
- **Assessment of Culverts in Town** – Engineering hopes to continue to put together a comprehensive plan to update the status of the over 160 culverts in Town.

- **Highway, Grounds and Cemetery (Presented by Aaron Miklosko, Highway and Grounds Superintendent) –**

- **Emerson Field Renovation Project** – Phase 1 of this project has gone out for bid early spring. Kilmoley Construction was awarded the contract and initiated work on June 1.

- **Roadside Mower** – This new mower is used to cut back brush and invasives from the side of the roadway which also improves site lines.
 - **Trailer Repair** – Our two skilled mechanics are able to rehabilitate equipment such as our landscape trailer.
 - **Electric Mowers** – The Department obtained three fully electric mowers, funded through the General Fund and Sustainability Funding allocated by the Town. These mowers are able to hold a charge for up to two days.
- **Water/Sewer (Presented by John Rogers, Water/Sewer Superintendent)-**
 - **Water Supply Conservation – Lawn Watering Restriction** – A lawn watering restriction to one day per week was enacted and publicized during the week of May 17.
 - **Water Quality Issues** – We are required to do monthly testing at one facility for PFAS, otherwise there is no other action necessary other than quarterly testing. There is an ongoing bromate issue associated with the Nagog Pond treatment process, causing finished drinking water to just barely exceed an existing reportable level.
 - The Division continues to await notice of a pending Water Management Act Registration request from MassDEP.
 - **Nagog Pond** – The 1st phase of intake replacement and inspection activities are nearing completion. Equipment is being prepared in anticipation of seasonal operation.
 - **Lowell Road and Assabet Pump Station** – These projects are nearing substantial completion.

D-3: Appreciation to Outgoing Commissioner Boardman

Appreciation was expressed for Commissioner Boardman’s service on the Public Works Commission for the past six years.

D-4: Commissioner’s Comments

None.

D-5: Public Comments

Terri Ackerman expressed thanks to the Commissioners and staff during her tenure as Select Board observer on the Commission. A new Select Board member will commence in this role at the next meeting.

Commissioner Fasser acknowledged the expressions of thanks to CPW staff that are included in the meeting packets and appreciates those being shared.

Commissioner Terry MOVED to adjourn the meeting at 5:38 PM,
Commissioner DeLong **SECONDED**, and it was **VOTED** by roll call vote as
follows: James Terry, Aye, Andrew Boardman, David DeLong, Aye, and Jef
Fasser, Aye.

ADJOURNED: 5:38 PM

Respectfully submitted,

Approved,

Anna R. Trout

Administrative & Special Projects Coordinator
Concord Public Works

Jef Fasser

Public Works Commission