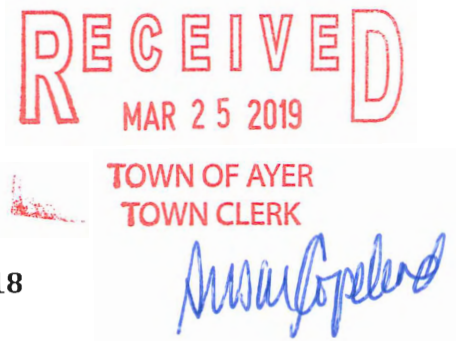


Town of Ayer
CAPITAL PLANNING COMMITTEE

Meeting Minutes for Wednesday, December 19, 2018



Attendance: John Kilcommins; James Stephen; Rick Skoczylas; Mary Spinner; Jim Pinard; Lisa Gabree (Finance Manager); Robert Pontbriand (Town Manager)

Absent: Selectman Christopher Hillman; Pat Diamond

Also in Attendance: Mark Wetzel, DPW Superintendent.

Call to Order: The meeting of the Capital Planning Committee was called to order at 4pm in the First Floor Meeting Room of Town Hall by R. Pontbriand.

Review and Approval of Meeting Minutes for December 12, 2018:

Motion: A motion was made by M. Spinner and seconded by R. Skoczylas to approve the meeting minutes for December 12, 2018. **Motion passed 7-0.**

Department of Public Works FY 2020 Capital Requests and Presentation:

Mr. Mark Wetzel, DPW Superintendent made a presentation to the Committee regarding the FY 2020 DPW Capital Requests. *(Note: Complete presentation power-point is available on the Town's website at: https://www.ayer.ma.us/sites/ayerma/files/uploads/dpw_fy20_through_fy_24_cip.pdf)*

M. Wetzel stated that the DPW Capital Plan is based on the following criteria: regulatory requirements; public safety/public health; maintaining the level of services; decreasing operating costs; integration with other Town projects; grant funding opportunities; and promoting economic development.

M. Wetzel outlined the issues/challenges of the DPW Capital Plan as follows: aging infrastructure; limited Chapter 90 funding for roads and sidewalks; DPW facilities have a phased approach; new wastewater discharge permit requirements; DPW applies for applicable grants to reduce project costs; and DPW Superintendent and Town Engineer perform in-house and value engineering to reduce costs.

DPW Administration:

\$70,000 for Main Street Decorative Street Light Upgrades: M. Wetzel stated that the Town originally installed the lights in the mid-1980s. There are a total of 24 needing replacement. This request would be to replace/repair the 8 worst street lights.

\$250,000 for Main Street and Columbia Street Design Engineering: M. Wetzel advised that the Town's TIP (Transportation Improvement Plan) application in the amount of \$3 million dollars has been approved. This funding request would be for the design engineering of the project.

Discussion Projects: M. Wetzel presented the following projects for the purposes of discussion with the Committee: Barnum Road Dog Pound Demolition in the amount of \$10,000 as the building poses a public safety hazard and the Community Garden will be located there; Depot Square Improvement in the amount of \$10,000 as the area could be improved during the interim period until the MART project gets underway.

DPW Highway Division:

\$20,000 for a Mobile Sign Board: M. Wetzel stated that the Police have one but that the DPW needs two for both ends of a construction zone.

J. Pinard asked if other Departments could use it. M. Wetzel stated yes.

\$25,000 for repaving of 0 Park Street: M. Wetzel stated that this Town parking lot is in need of repaving and that the Town's Parking Study calls for this parking lot to have a parking kiosk. This was originally going to be paved as part of the MART project but has since been reduced from the scope by MART.

\$150,000 for Road Paving: M. Wetzel stated that this is the annual request to supplement the Town's Chapter 90 road paving funds.

Shirley Street Bridge Discussion: M. Wetzel discussed various potential options regarding the Shirley Street Bridge and was looking for guidance from the Committee on how to proceed. The potential options are: replace with box culvert (potential funding from MassDOT); abandon structure and restore banks and stream bed; construct pedestrian bridge; or do nothing.

J. Pinard stated that the Hazen Road Bridge in Shirley has been closed for 25 years and Shirley just deals with it.

Barnum Road Bridge Discussion: M. Wetzel stated that the bridge has been inspected by MassDOT and it is in need of some structural improvements. DPW will apply for a MassDOT Small Bridges Grant once construction of the West Main Street Culvert commences.

DPW Stormwater:

\$100,000 for Storm Drain Upgrades: M. Wetzel advised that this is the annual amount for storm drain upgrades.

\$100,000 for Culvert Replacements: M. Wetzel advised that the proposed projects are on Rosewood Drive, Williams Street, Devenscrest, and Bligh Street.

DPW Water:

M. Wetzel gave a water status update which included that PFAS contamination has exposed the vulnerability of the Town's water supply and that the PFAS Treatment Plant is under design with the goal of going out to bid in the spring of 2019. The loss of Well #8 last summer put an enormous stress on the Town's water supply and treatment. Many water quality complaints have been received across Town.

\$250,000 for Annual Water Main Replacements: M. Wetzel advised that this is the annual amount for water main replacements.

\$1,000,000 for West Main Street/Devens Connection: M. Wetzel advised that this project would replace 3200 ft of 6 & 8 inch unlined cast iron pipe. The pipe has significant hydraulic restrictions. Many water quality complaints. Second interconnection with Devens will improve emergency water supply capacity. Will also improve redevelopment opportunities for West Main Street.

\$150,000 for Filter Media Replacement at Spec Pond: M. Wetzel advised that special "greensand" media to remove iron and manganese was last replaced in 2009 and was requiring extensive regeneration this past year. Inspected filters in spring and found media deterioration and plugging.

\$60,000 for Groundwater Supply Investigation: M. Wetzel advised that the DPW-Water owns parcel off NEMCO Way and cannot locate any test well data for this parcel. This request would allow for test well installation and if favorable, conduct a pump test to determine feasibility as a public water supply.

\$600,000 for Groton Shirley Road Water Main Loop: M. Wetzel advised that the existing water mains "dead end" on Fitchburg Rd and Groton Shirley Rd results in low fire flows and poor water quality. Many customer complaints in the area results in excessive flushing. Need to repave G-S Road soon.

DPW Wastewater:

\$350,000 for Inflow/Infiltration Repairs: M. Wetzel advised I/I investigation evaluated most of the pipes in the system. Problems included high inflow, roots, structural damage I/I can add over 1 million gallons of flow to WWTP. Due to recent high flows, had to send 400,000 gpd to Devens. Will cost millions of \$\$ to repair sewers and remove I/I. Report is currently being finalized. Will look to establish funding policy for new connections.

\$100,000 for Hedgeway Pumping Station Upgrade: M. Wetzel advised that overall the station is in good condition and rehab could be delayed. (Will have spare parts as part of Wrightway Upgrade) Constructed in 1978 Located in backyard; rehab is the best option Rehab will include new compressor, heat, sump pump, electrical and valves.

J. Stephen asked M. Wetzel is he got everything, could he get it all done?

M. Wetzel stated that there is a lot to do but that some of the projects would be outsourced and it is achievable.

M. Spinner asked about the status of the Highway Garage and Canopy?

M. Wetzel stated that the Highway Garage is going back out to bid and that the canopy project has been incorporated into the Highway Garage project.

L. Gabree asked if the Committee could bet the engineering amounts for the Barnum Road and Groton Shirley Road projects and perhaps break those costs out and phase the project in by doing the engineering first and then the construction. She also stated that it is getting difficult to stay within the water rate model because of the PFAS projects.

J. Kilcommins concurred with L. Gabree.

M. Wetzel advised that the Committee could defer the \$100,000 request for the Hedgeway PS Upgrade at this time.

The Committee thanked M. Wetzel for his detailed presentation and time. The Committee will be back in contact through the Town Manager and M. Wetzel may need to come to another meeting.

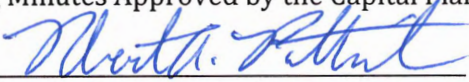
R. Pontbriand advised that the next meeting of the Committee will be Wednesday, January 9, 2019 at 4pm at which time I.T. will present a late request for the unforeseen Windows 10 computer upgrades and the Committee will proceed with making recommendation votes on the Capital Plan.

The Committee also set January 16, 2019 at 4pm as a meeting date.

MOTION: A motion was made by J. Stephen and seconded by R. Skoczylas to adjourn the Capital Planning Committee meeting at 5:20pm. Motion passed 7-0.

Meeting Minutes Recorded and Submitted by: Robert A. Pontbriand, Town Manager

Meeting Minutes Approved by the Capital Planning Committee on: Jan. 8, 2019

Signed: 
Robert A. Pontbriand, Town Manager