

PUBLIC WORKS INITIATIVE COMMITTEE MINUTES

MEETING DATE: February 17, 2012
MEETING LOCATION: Town Hall Meeting Room

PRESENT: Valerie Wormell*, John Cunningham (chairman)*, Mark Kost*, Hugh Maguire*, John Mangiaratti (clerk)*, Bob Price*, Gus Bickford (vice chairman)*, George Rogers*, Pat Savage, Chip Barrett.

ABSENT: Angus Jennings, Arthur Benoit* (* indicates voting members.)

GUESTS: None.

DOCUMENTS USED:

Agenda for this meeting dated February 17, 2012

I. CALL TO ORDER:

A quorum of eight (8) of the nine voting members being present, John Cunningham called this regular meeting of the PWI Committee to order at 8:35 AM. Hugh Maguire volunteered to take the minutes.

II. APPROVAL OF MINUTES:

Minutes of the January 20 2012 meeting were provided in paper copy for approval at this meeting. The minutes were approved unanimously after several minor changes. John Mangiaratti will post PDF copies on the web site.

III. Open Forum

An update in the responsibility for maintenance of the water booster pump station at the Highway garage was discussed. Hugh will work with Chip to draft a MOU to direct the water department to assume the responsibility for inspections of the pump components. Since C&C is not to be part of the MOU this is not an issue that needs to be brought to town meeting.

IV. UNFINISHED BUSINESS:

A discussion of building maintenance options continued focusing on the role(s) of the department heads in determining maintenance & contract metrics. The participants agreed to table the discussion until the time that a school department representative familiar with school facility operations is present. Efforts will be made to have R. Crocker present at the next meeting.

Mark Kost commented that since most facility maintenance is under-funded now there would probably be additional costs if any improvements were made regardless of if the services were employee based or outsourced.

Bob Price commented that level 1 maintenance & custodial was not really an issue but that level 2, (skilled) maintenance, was. John Mangiaratti moved that we table all discussion of building maintenance until the school department is represented. Committee unanimously approved.

V. NEW BUSINESS:

An update on public works efforts in Chelmsford and Maynard by Val Wormell was not ready and was postponed to the next meeting.

VI. ANNOUNCEMENTS & ACTION ITEMS:

Val Wormell will work to arrange a “summit” meeting that has a goal of integrating facility planning across many other departments and boards such as Energy, Capital, Building, School, etc. etc..

John will revise the questions and begin contacting department heads with requested support.

John Cunningham and John Mangiaratti will update the “Update on Facilities and Contracts for Public works Initiative Committee” presentation with the latest numbers and submit it to the BOS with a cover letter at their 28 February meeting.

VII. ADJOURNMENT:

A motion was made that the meeting adjourn, there being no further business to transact. The motion passed unanimously and the meeting adjourned at 9:50 AM. The next PWIC meeting is scheduled for Friday March 16 2012 at 8:30 AM in the Town Hall Meeting Room.

Submitted respectfully,
Hugh Maguire