

Board of Public Works Commission  
Meeting Minutes

Date: May 01, 2023

Time: 5:30pm

Location: DPW Conference Room, Pellissier Building, 63 N. Canal Street

**\*\*Call to Order:\*\*** The meeting was called to order by Chairperson Mary Monahan at 5:30pm.

**\*\*Public Comments:\*\*** There were no public comments.

**\*\*Orders of Business:\*\***

1. **\*\*Consent Agenda:\*\*** The consent agenda was discussed and approved.
2. The consideration of minutes from the past meeting (no minutes available at this time).
3. DPW Director Report:
  - Vacancies and recent hires/resignations:  
Vacancies: 12 Heavy Motor Equipment Operators  
Hired: 2  
Resigned: 3  
Highway staffing is at 40% capacity
  - Discussion on competitive salary issue
  - Issues with staffing and operating expenses:
    - Budget discussion and transfer of funds to cover expenses
    - Transferring from HMEO lines, but not enough to cover operating expenses
    - Proposal to City Council to create a separate budget
    - Supervisors frustrated with lack of manpower and funds
    - Discussion on filing a separate order
4. City Engineer Report (see attached):
  - May deadlines are on target.
  - GIS digitization project and budget considerations.
  - Updates on ongoing projects.
5. Commissioner's Liaison Reports:
  - Discussion about upcoming events and proclamations.
  - Service agreement advisory board.
  - Enterprise fund review.
6. Division Supervisor Update: Introduction of the new General Construction Supervisor, Jonathan Moquin, and his background.
7. Abatements: Discussion on abatement case on second meeting of the month
8. Review and discuss next steps regarding EPA issuance of draft POTW NPDES discharge permit:
  - Presentation by Hazen
  - Proposal received, extension until June 5th
  - Splitting into two major tasks: Review the permit and review requirements
  - Discussion on budget and funds allocation

- Need for industrial discharge monitoring responsibility clarification
- Contract amendment and budget discussion
- Contract to be signed to proceed

9. National Public Works Week staff appreciation: Planning for an event on May 25th.

10. Review financials regarding sewer enterprise and DPW operations:

- Concerns about budget impact due to council orders.
- Proposal to request a meeting with Public Safety Committee and Finance to establish a special budget for council orders

11. Discussion of Monsanto MS4 settlement.

12. Stormwater Commission: Public Hearing: Residential Development Northampton Street  
Stormwater Permit Application continuation

The meeting was adjourned at 7:16 PM.



Mayor Joshua A. Garcia

Kris Baker, P.E., City Engineer

City of Holyoke

Department of Public Works

Board of Public Works Meeting  
Engineer's Report  
May 1, 2023

1. Staffing

- a. **General Construction Inspector – FILLED! Jon Moquin started 4/24**
- b. Need stormwater coordinator position and/or grants administrator

2. Grant Opportunities

- a. CDBG – Allocations (DGR Subcommittee recommendations to Mayor)
  - i. Sidewalks and ADA Ramps (requested \$500,000, proposed \$406,295)
  - ii. Wistariahurst Retaining Wall Design (requested \$40,000, proposed \$0)
  - iii. Hadley Mills District Improvements (requested \$340,000 proposed \$0)
- b. Massachusetts Gaming Commission (MGC) 2023 - Main Street Concept Design for TIP Project, Submitted 1/31/2023, **requested more information**
- c. **Sewage Notification Assistance Grant Program (DEP) – Awarded full amount**
  - i. **Electronic Notification System and Flow Monitoring, \$42,100**
  - ii. **Translation Services, \$4,500**
  - iii. **Warning System at River Access Sites, \$17,439**
- d. Cannabis Impact Fee Applications, Submitted – Awaiting Decisions, Council Meeting
  - i. Race Street Repaving Cabot to Sargeant, with sidewalks (Approved without decorative fence)
  - ii. Main Street Raised Crosswalks (Approved)
  - iii. Traffic Calming Plan for downtown (not approved at this time)
  - iv. **ADA Transition Plan and Sidewalk Conditions Assessment (application to be submitted soon unless funding is entirely dedicated to Middle School)**
- e. ARPA Applications Submitted 4/14/23, Decisions in June/July
  - i. 1. Springdale Sewer Pumping Station Assessment and Preliminary Design (\$415,000)
  - ii. 2. City of Holyoke Central Fueling Station Replacement (\$1,930,000)
  - iii. 3. City Hall Parking Deck Rehabilitation (\$3M)
  - iv. 4. City Building Upgrades (\$4M)
  - v. 5. Municipal Employees Training and Education funding (\$50,000, 2-year)
  - vi. 6. Traffic Calming Installations (\$1M)
- f. SRF – River Terrace CSO – On the DRAFT List, \$10.5M SRF, \$2M earmark from Markey office possible
- g. Flood Control – Grants for closing penetrations/gates – EOOEA Dam and Seawall Repair and Removal Fund Program (*Open now, no capacity to compile grant application or administer*)
- h. **Small Bridge Grant, MassDOT, only 2 City-owned BRIs, no staff capacity to determine go/no go**
  - i. Culvert Replacement Grants – *DER for Keyes Road – No Go, Wait for FEMA grants*
  - j. Long Island Sound Futures Fund 2023 Request for Proposals - *~May 2023 (Not sure if have staff/time to prepare or administer)*
- k. **Assisting Conservation department with MVP grant for GI**

3. Status of Construction Projects

- a. CDBG Sidewalk Replacement Project - Complete
  - i. **Completed: Grover Street, Lyman Street, Spring Street and Worcester Place, High Street, Chestnut Street, South Elm Street, Beech Street and James/Temple Street.**
- b. Roberts Field Turf and Track Replacement
  - i. Project is underway at the High School, to be completed by the end of May. The replacement of the turf field will be followed by replacement of the track, to be completed by August 15, the start of High School football training.
- c. Street Paving-Resurfacing
  - i. **Paving will resume Friday, everything is paved except for Charles Street and Bobala Road, various driveways and curbing.**
  - ii. Full list on the DPW website: <https://www.holyoke.org/dpw-city-engineer/>.
- d. Pavement Preservation Project

- i. **Include microsurfacing and crack sealing. The roadways will be crack sealed over the summer. The microsurfacing work pre-construction meeting next week.**
  - e. **ARPA Sewer Rehabilitation**
    - i. **Sewer pipe lining is beginning in the downtown area in about 4 weeks. The priority sections of sewer pipe will be videoed and lined with a cured in place liner. The project will continue throughout the remainder of 2023 and into 2024**
    - ii. \$2M total project, engineering for priority on CCTV and lining, spot repairs contract, bidding, oversight; Veolia agreed to also assist in oversight and information about existing conditions
  - f. **ARPA Building Upgrades**
    - i. Roofing, skylights, carpeting, HVAC, fire alarms, and other various upgrades in select city-owned buildings are under in design, with construction to begin later this year. Coordination will occur with City employees throughout the project.
  - g. **Raised Crosswalks**
    - i. Main Street Raised Crosswalks (cannabis impact fee funds)
    - ii. Raised Crosswalks project – Shared Streets, Sargeant Street, Rohan Park (Chapman Ave./Alderman St.), Westfield Road at Blessed Sacrament. RRFBs at Sargeant Street, Sycamore Street, and Kane Road at McMahon Elementary School and Knollwood Circle
  - h. **City-Wide Traffic Signal Replacement Project**
    - i. Hampden and Linden work under way, Pleasant & Hampden, Pleasant & Lincoln next, easement issues w/ Solicitor's Office
  - i. **Dwight Street Sidewalk Vaults**
    - i. Campora awarded, contract signed, \$432,000 received from Travelers Insurance
    - ii. **Asbestos and Haz Mat survey this week**
  - j. **Apremont Highway / Route 202 Signal**
    - i. McMahon to bid and CA, Bidding in April
  - k. **Jackson Street & South Holyoke**
    - i. Projects coming to a close, final is sewer repair in Jackson alley with Ludlow Construction completed
    - ii. Fire line break on Jackson Street and South Summer.
  - l. **Lady Liberty Statue – Finished, news article today WWLP/Masslive**
- 4. **Status of Planning and Design Projects**
  - a. **Integrated Plan, Hazen**
    - i. Core team meeting held 4/10
  - b. **MS4 Stormwater Compliance, Kleinfelder**
    - i. Kleinfelder working closely with Veolia GIS team to update the database to conform to requirements of MS4 program, review of existing GIS database was delivered to Veolia and several meetings have occurred
    - ii. **May 31 deadlines to EPA for IDDE plan and updated SWMP**
    - iii. **West Holyoke GIS issues will not be resolved by 5/31, conversation with Doug Koopman**
  - c. **Contract Operations**
    - i. Hazen – completed on-site workshop for conditions and risk assessments, delivered Draft Contract Operations Evaluation Report
    - ii. Abrahams – \$16,500 additional scope for sewer rate study
  - d. **ARPA City Building projects**
    - i. Shifting all City building projects to the OPM, including Fire Stations, HVAC, Roofs, City Hall, Annex – Carpets, boiler, air filtration, etc
    - ii. Bidding next round of Architectural services, due 5/3/2023
    - iii. Building envelope improvements, interior flooring and some office upgrades
    - iv. Windows at Fire Station #3 and #6, Architecture EL and Lizotte Glass
    - v. Boiler project at FD HQ complete, RW Hall and B-G Mechanical
    - vi. **Rebidding boiler replacement at #6 and mini split installations at #3 and #6 starting May 10, due 5/31**
    - vii. Annex Fire Alarm, no movement lately
  - e. **CSO River Terrace Sewer Separation Project**
    - i. River Terrace, CSO #23 -- CRCC funds for design - Woodard & Curran, Targeting June 2023 final design
    - ii. Construction 2024/5 for 21A – Meadowview, Hillview, Bemis, Woodbine, Hampton Knolls, George, Liberty, Northampton St, Jefferson, River Terrace
    - iii. HWW to add non-eligible water main replacement on parts of Central Park and Mountain View

- f. Race Street Repaving Cabot to Sargeant
    - i. With sidewalks (Approved without decorative fence), VHB to provide survey with rail ownership and easements, plus concept plans
  - g. VHB \$50k on-call for Council Orders, traffic calming, etc.
  - h. Center City – submitted 75% design to DOT, FY2025 TIP
  - i. DOT-lead TIP projects
    - i. High & Maple – DOT to design and construct, TIP
    - ii. Appleton St - 1st and 2nd Level Canal Bridge Replacement – DOT project
    - iii. **Beech & Resnic Intersection – Meeting to decide about roundabout concept on 5/15/2023**
    - iv. MassDOT Safe Routes to School Infrastructure Project – Lawrence School
  - j. Sewer Insurance Program
    - i. No change since last discussion at BPW meeting in the summer
  - k. Stained Glass Windows – Phase IV awarded to Scintilla, using CPA and MPPF totaling \$155,000
  - l. Municipality - Online Permits for DPW, entering phase 2, likely online by end of year
  - m. Main Street for TIP, possibly MGM Gaming Funds
  - n. Street Acceptances – connector streets priority, Vacon order for Lynn Ann Drive and Richard Eger Drive
  - o. ADA Transition Plan and Sidewalk conditions assessment, targeting Municipal Americans with Disabilities Act (ADA) Improvement Grant Program
  - p. Downtown Traffic Calming Project, no funding source identified
5. Procurement
- a. HVAC for Fire Stations #3 and #6, boiler and mini-splits, Due 5/31
  - b. ARPA Architectural services, due 5/2, ANSER
6. Contracts (being executed)
- a. Sewer Rehabilitation contractor, CCTV and CIPP lining – Insituform Technologies, LLC low bid (\$895,500)
  - b. Bid Crack sealing and Cape Seal contract – Indus (aka Sealcoating) awarded (\$609,000)
7. City Council / Regulatory
- a. Ordinance Committee ( )
    - i.
  - b. Public Safety Committee (May 22, 2023):
    - i. Goal to catch up on many of the outstanding traffic orders
    - ii. Signal Warrants for Bemis Road @ Easthampton Road (Route 141) and Main Street @ Vernon Street (No Order, just an FYI on the decision)
    - iii. Main Street in Springdale install a raised crosswalk with ped signal instead of replacing traffic signal, maybe part of the Main Street corridor project to Springdale Park
    - iv. Whiting Farms Road "No Left Turn" into former K-Mart shopping plaza
    - v. Funding crosswalk repairs at the main gate to H.C.C. – VHB design, funding unknown
    - vi. Road safety review at Queen and Cherry St. - Trucks exiting Queen St. making illegal left
    - vii. City engineer evaluate the intersection of Evergreen and Bray Park Drive for improvements due to safety concern
    - viii. Installing dividers at the top of Saint Vincent St.
    - ix. Review of collisions at Linden/Hampshire St. and Linden/Locust St.
    - x. discuss the possibility of making Corser St one way traffic.
8. City Permits
- a. Stormwater Application (Large / BPW Approval) – Northampton Residential Development (continued)
9. Veolia updates
- a. NPDES Permit Renewal
    - i. 30-day Extension to June 5, 2023
    - ii. Hazen Proposal, \$35,793, account?
    - iii. Veolia's role in comments? Data collected for background metals
  - b. POTW, monthly operating reports via email only
  - c. Industrial Users – working on PFAS sampling program with Veolia
  - d. Flood Control – USACE training for flood operations, 8 DPW crew, Veolia to attend
  - e. Collection System – higher than normal costs for repairs this FY
    - i. End of March amount is \$651,733.