

**ADJOURNED COUNCIL MEETING
CITY OF WATERTOWN
May 12, 2003
7:00 P.M.**

MAYOR JOSEPH M. BUTLER PRESIDING

PRESENT: **COUNCILWOMAN ROXANNE M. BURNS
COUNCILMAN PETER L. CLOUGH
COUNCILMAN PAUL A. SIMMONS
COUNCILMAN JEFFREY M. SMITH
MAYOR BUTLER**

ALSO PRESENT: **CITY MANAGER MARY M. CORRIVEAU
CITY ATTORNEY ROBERT J. SLYE**

Mayor Butler opened the adjourned meeting.

Mrs. Corriveau presented a report to Council outlining the City's Special Assessment-Sidewalk Replacement Program. She explained that in order to move the project forward during the current construction season personnel must be hired and trained; equipment must be purchased; the areas identified need to be reinspected and the property owners notified of the new scope of work and cost and a tracking and billing system needs to be developed.

Mrs. Corriveau advised that the City Engineering Department would serve as the project manager and inspection team for the program. The DPW will serve as the contractor and the City Comptroller's Office will provide billing and collection services. In order to accomplish this additional staffing is required in Engineering and Public Works. She also explained that the City Engineer is recommending that Tom Storino supervise the City Engineering inspection crew. Mr. Pilon is recommending that the two-person inspection crew be staffed with a full-time Engineering Tech who will work 7 months on sidewalks and 5 months on other engineering projects and a part-time project manager. The part time project manager will assist the Engineering Technician with onsite work and will be responsible for meeting with the public and maintaining and processing of all work records.

Mrs. Corriveau also explained that Mr. Hayes is proposing the establishment of two five-man sidewalk crews utilizing a mix of existing personnel and new part-time employees. Each crew will be staffed with 1 working crew chief, 2 motor equipment operators and 2 laborers. The Crew B proposal envisions that the working crew chief and two motor equipment operators will come from existing staff and will be backfilled through temporary promotions of existing in-house personnel. In order to support this initiative, the City will have to hire 10 laborers. Four of the laborers will work on the sidewalk crews and the other six will be used to backfill vacancies created by the temporary internal promotions.

Councilman Simmons questioned why the suggestion is to put the more experienced DPW employees on the crew as he feels that putting in a sidewalk is not a tough process.

Mr. Hayes responded that if sidewalks were that easy, we wouldn't have a problem. However, there is a skill involved and an expertise needed for the finishing process. He explained that the crew numbers are based on past history. In addition, sick and vacation time has to be added to the mix when determining the number of workers needed for the project.

Discussion centered on the bid comparison sheet for the 2003 construction season. Mr. Hayes and Mrs. Corriveau explained that it should be noted that the costs listed do not include any expenses associated with equipment, either City owner or rented. The costs also do not include the costs associated with the hiring of additional Engineering Department personnel or the incidental costs associated with hiring of new personnel, i.e. physicals, safety equipment, radios, gloves, etc.

Mr. Hayes discussed the fact that he developed costs for the replacement of walks on a continuous basis as well as a random basis. This was done because it was determined that most of the walk replacements will be random rather than continuous.

Discussion then centered on the cost of equipment that Mr. Hayes has indicated will be needed to perform the work in a timely, efficient manner. He identified \$198,000 of capital items that will need to be purchased with a \$30,281 impact on next year's budget. In addition, an expenditure of \$9,340 for miscellaneous equipment will need to be added to the operating budget.

Councilman Simmons and Councilman Smith questioned the need for additional equipment. They asked if there weren't already enough pickup trucks in the DPW fleet to be used for this program.

Mr. Hayes responded that there were not.

Council members also suggested renting the heavier equipment each year rather than purchasing it.

Mr. Hayes explained that renting would be more expensive. He said that a dump truck would cost the City \$13,500 to rent for each 5 month construction season. However, to purchase the same dump truck would only cost the City \$6,625 a year.

Councilwoman Burns asked if Mr. Hayes felt confident that all the streets could be completed with this plan.

Mr. Hayes commented that he doesn't think it could be all done this year. He explained that assuming there is 190,000 sq. ft. of sidewalk to be replaced, the crews could only replaced about 60,000 sq. ft. in 100 days.

Councilman Smith remarked that a large percentage of the blocks would not need to be replaced by City crews since some homeowners have already had them replaced or will in the future and after review some may not need to be replaced, only repaired.

Mrs. Corriveau indicated that city crews would start on Elm Street and work north this year. She explained that crews would focus on side streets and avoid high-traffic streets such as Washington Street the first year. She also indicated that the program could start as soon as July 1.

Council members asked about the union's response to the hiring of additional personnel.

Mrs. Corriveau indicated that she and Mr. Hayes have spoken with the union and indicated that this proposal was in front of the Council. The union's concern was that it would be all full-time personnel. However, they were advised that this wasn't the case. The union asked to be notified of the Council's decision.

Councilman Simmons remarked that while he feels the sidewalk program is good, he is concerned with the purchasing of the equipment.

Mrs. Corriveau responded that the City needs to give tools to the employees to do their jobs.

Councilman Simmons asked that the decision on the equipment be put on hold until next Monday's meeting.

Mrs. Corriveau explained that they would have to have an answer on Monday, if the Council wants the work done this year.

Mr. Hayes will spec out costs and have a report for the next Council meeting.

The following resolution was presented to Council (Introduced on April 21, 2003; public hearing held on April 21, 2003; tabled on May 5, 2003)

MOTION WAS MADE BY COUNCILWOMAN BURNS TO TAKE FROM THE TABLE THE RESOLUTION ESTABLISHING PERCENTAGE OF SPECIAL ASSESSMENT TO BE PAID BY CITY OF WATERTOWN, PURSUANT TO SECTION 93 OF THE CITY CHARTER. MOTION WAS SECONDED BY COUNCILMAN SMITH AND CARRIED WITH ALL VOTING IN FAVOR THEREOF.

INTRODUCED BY COUNCILMAN PAUL A. SIMMONS

WHEREAS a public hearing was held in accordance with Section 93 of the City Charter on April 21, 2003 at 7:30 p.m. to hear public comment concerning whether all or a portion of the cost for proposed sidewalk improvements to the streets identified in the attached proposed special assessment district, shall be a charge or expense upon the abutting properties

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown, pursuant to Section 93 of the City Charter, hereby fixes the percentage of the entire cost of the proposed sidewalk improvements to the streets identified in the attached proposed special assessment district to be paid by the abutting property owner at 100% of the scheduled values for DPW crew "B" for each item of work shown on the attached Bid Comparison Sheet, 2003 Construction Season,

ALSO BE IT FURTHER RESOLVED that the City Council has determined that it shall fix the percentage of the entire cost to be paid as a general city charge as all amounts in excess of the amounts charged to the abutting property owners.

SECONDED BY COUNCILMAN PETER L. CLOUGH AND CARRIED WITH ALL VOTING YEA

Mr. Pilon asked about the costs coming in more or less from the estimate.

Attorney Slye explained that if the costs come in more, the City would pay the difference. If the costs come in under the estimate, the homeowner saves since the City cannot make money on a public works project.

AT THE CALL OF THE CHAIR MEETING WAS DULY ADJOURNED AT 8:23 P.M. BY COUNCILMAN CLOUGH, SECONDED BY COUNCILMAN SMITH AND CARRIED WITH ALL VOTING IN FAVOR THEREOF.

Donna M. Dutton
City Clerk