

**Director of Community Development
Tasks and Project Updates
Week of January 25, 2010**

Major Projects

New Wellington School

Approved permit applications for the LABB building and the temporary Wellington buildings. Approved the location of coat hooks to be placed in the hallways of the new modular units after reviewing means of egress requirements.

Wellington Brook Water Quality Sewer Rehabilitation Project

Contractor continued to work on Goden Street. Beech Street and School Street to follow.

Sewer Pump Station Redesign

The contractor, D&C Construction, plans to begin field work June 11, 2010 and complete the project by August 30, 2010. The time leading up to June will be spent submitting shop drawings for approval and ordering the two pump station. A letter has been drafted and will be sent to abutters in the next few weeks explaining the project.

Winn Brook Sewer Improvements

The contractor, Albanese D&S Inc., plans to begin field work March 1, 2010 (weather permitting) and complete the project by September 23, 2010. A letter has been drafted and will be sent to abutters of the project in the next few weeks explaining the project and asking for voluntary assistance with I/I removal in the Winn Brook neighborhood.

Trapelo Road

Continued working on design details needed for completion of 75% drawings. Met with the design consultant on 1/28 to discuss drainage design, tree locations, budget, and culvert issues at the Waltham line.

251 Mill Street

Met with a representative from the McLean Land Management Committee to discuss final contact documents and details. The demolition of the structure is expected to be bid this winter.

Tasks

Administration

Continued to work on the FY 2011 – FY 2015 Pavement Management Plan.

Continued to work on the FY 2011 Sewer Enterprise Budget including major sewer repair capital projects.

Continued working on American Recover and Reinvestment Act (ARRA) requirements. Submitted reporting information for the week of 01/16/10.

Code Enforcement

Received a report from the Fire Department regarding work inside the High School being done without a building permit. **Met with school officials on 1/26 and a permit application has been filed.**

Continued to enforce the commercial snow removal by-law.

Inspector of Buildings

Homer Building – Installation of egress gates began and was completed. Electrical work required to install hold open devices integrated into the fire alarm system remains to be completed.

363 Pleasant Street – Met with an architect to discuss remodeling work in the basement of the building. Performed a site inspection at the property. **Architect and tenant were notified of my findings. Awaiting permit application.**

Provided zoning information and interpretation for a potential property owner on Howells Road.

Town Engineer

Transfer Station –The town must decide soon – possibly within the next 4-6 months- what the post closure use of the site will be. CDM's report on post closure alternatives was presented at a meeting held on 1/14 where a proposed reuse plan was presented. A single soccer field and provisions for public works uses was presented.

Traffic Advisory Committee – Next meeting scheduled for February 11. Presented proposals for traffic pattern changes at the high school and the proposal for traffic management at the new Wellington School to the selectmen on 1/25. Both proposals were approved by the board.

Received town meeting warrant draft wording regarding new flood insurance rate maps from a representative from DCR regarding the new FEMA maps. Approval is required at the April Town Meeting warrant.

Met with several departments to discuss the development and maintenance of a Master Address File for Belmont. IT will coordinate the effort and ultimately the Town Engineer will have

responsibility of issuing street numbers and enforcing any regulations adopted during this process. This will be an ongoing effort for the next year.

Met with a resident to discuss special signage for bicycles using Oliver Road and Garrison Road.
Met with DPW and now need to discuss the matter with the BOS office.

Reviewed and approved walking/running route for the Brendan Grant Memorial Road Race. Pointed out the possibility that Winn Brook neighborhood sewer work may be underway along the route and that the contractor has agreed to secure his work site to whatever extent necessary to allow the race to take place unimpeded.

Presented a plan to install a handicapped accessible parking space to the BOS for approval. Approval was granted and the space will be installed by DPW.

Researched historical parking and traffic flow restriction on Watson Road and sent information to other members of the ad-hoc parking group for further discussion.

Received a draft copy of the Proposed Federal Stormwater Permit for Belmont and 84 Massachusetts Communities. The public comment period is open until March 31, 2010.

Pavement Management Program

2010 Pavement Management Project - Upper Concord Avenue, Pleasant Street to Mill Street, and Grove Street from Fairview Avenue to Belmont Street are included in the project.