

**Director of Community Development
Tasks and Project Updates
Week of January 4, 2010**

Major Projects

New Wellington School

Received paperwork from the state regarding the permitting of the new modulars. Paperwork is incomplete and the contractor and the Wellington Committee have been notified. Waiting for permit information on the additional modular building for the LABB program.

Received a request from the Wellington Committee for approval of a new traffic pattern at the High School. I will take this proposal to TAC on 1/14.

Wellington Brook Water Quality Sewer Rehabilitation Project

Contractor continues to work on Bow Road. Holidays and weather have slowed construction. Bow Road, Beech Street, School Street, and Goden Street will be the focus in the next few weeks.

Sewer Pump Station Redesign

The low bid came in at \$590,360.30. Contracts have been executed and forwarded to DEP.

Winn Brook Sewer Improvements

Bids were opened on 12/21/09. Low bid was \$4,720,853 and includes base sewer work as well as all proposed infiltration/inflow removal. Contracts are being circulated for signature.

Trapelo Road

It appears submittal of the 75% drawings to Mass Highway will not occur by the end of the year. Several items have taken longer than expected and some new items, like drainage on Belmont Street, need to be addressed. Landscape design, grading at the back of sidewalk, and the Our Lady of Mercy development are examples of such items. Working with DPW to determine which painted bicycle symbol is appropriate for the corridor.

251 Mill Street

Working with the McLean Land Management Committee providing technical expertise and support on the proposal to demolish this structure. Received an updated copy of the contract documents. Scheduled a meeting for next week to discuss details.

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. This will be an ongoing task though the winter as budget numbers are clarified.

Met with the Town administrator and Town Accountant to discuss the Community Development budget for FY 11.

Continued working on American Recover and Reinvestment Act (ARRA) requirements. Continued working with DEP getting clarification on reporting requirements. Submitted reporting information for the week of 12/26. Previous reports (12/12 and 12/19) were filed from home during vacation. Scheduled a meeting for 1/12 to discuss federal reporting requirements with selectmen Jones.

Prepared December Assessor's permitting and inspection reports.

Code Enforcement

Received a report from the Fire Department regarding work inside the High School being done without a building permit. I contacted school officials and they are checking on the status of a building permit.

Davis Road - Received an application for a Home Occupation permit for a basement apartment that appears to be illegal. A follow-up inspection was performed and the illegality was confirmed. Notification to the owner is pending.

Responded to several complaints of properties discharging water onto the sidewalk and roadway causing unsafe freezing.

Inspector of Buildings

Homer Building – Installation of egress gates still pending.

61-63 Hull Street – Researched several deeds and office information trying to determine the legal status of two lots on Hull Street. Town Counsel responded looking for more information. Additional information has been provided by the attorney representing the property owner. **Town Counsel opinion received and forwarded to the property representative. Opinion upholds my previous ruling. Cased closed.**

Senior Center – Inspected the failed sprinkler at the center. Issue appears to be a design flaw by the architect. I have requested a detail drawing of the proposed remedy.

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 is finished and a meeting has now been scheduled for early January due to vacation schedules and the holidays. Received the Technical Deficiencies Response report from CDM which was submitted to DEP in response to their request of June 9, 2009 for additional information on the site.

Traffic Advisory Committee – Next TAC meeting scheduled for 1/14/10. Belmont PD will report on the traffic at the Post Office on Concord Avenue and on Stone Road. A proposal for a new traffic pattern at the High School will be considered.

Met with the Town Administrator and Assessing Administrator to discuss the status of White Street trying to determine the ownership status of two segments of this road. Information will be forwarded to counsel.

Spoke to a representative from DCR regarding the new FEMA maps and their approval by Belmont. He is drafting wording needed for the April Town Meeting warrant.

Worked with Town Counsel, DPW and the Town Administrator’s office reviewing and approving deed wording for the water line easements at McLean Hospital.

Completed and filed the annual Customer Use Survey with the MWRA. Information includes number of water and sewer connections as of June 30, 2009 in Belmont.

Volunteered to represent Belmont on the EPA’s Mystic River Watershed Municipal Subcommittee. First meeting is scheduled for 1/14.

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.