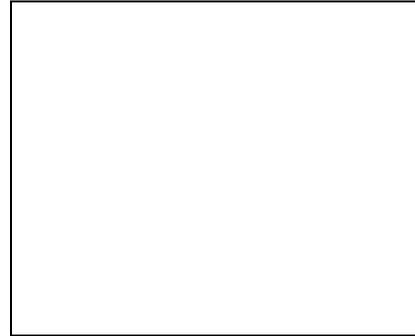


**Town of Fairhaven
Board of Public Works Meeting
January 5, 2015**

Present

Michael Ristuccia, Commissioner
Robert Hobson, Commissioner
Kathleen Sturtevant, Commissioner
Brian Wotton, Commissioner
G. Steven Riley, Commissioner
Vincent Furtado, BPW Superintendent
Kathy Tripp, Administrative Assistant
John Folino, Cape Building Systems
Bill Cloutier, Steamship Authority
Mr. & Mrs. Theodore Lariviere, 254 Main Street
William Roth, Town Planner
Edward Fortin, Water Superintendent
Linda Schick, Sewer Superintendent
John Charbonneau, Highway Superintendent



I. Call to Order

Mr. Ristuccia called the meeting to order at 6:02 p.m.

II. Routine Matters

A. Signing of Departmental Bills

III. Approval of Minutes

A. December 15, 2014

Mr. Riley motioned to approve the minutes of the December 15, 2014 meeting. Ms. Sturtevant seconded. Vote 4-0 in favor with Mr. Wotton abstaining.

IV. Appointments

A. John Folino, Cape Building Systems – Re: Waiver for Street Opening 14 Main Street

Mr. Folino – If you recall I was here before the Board and was approved for the project across the street. I would like to continue at 14 Main Street. I didn't realize there was a shut off of road openings until December. My contract was signed in November. Bill Cloutier from Steamship Authority is here. He can explain the permitting process. Foundation is now in and the next step is to get utilities in before the ground freezes. Mike Saunders is the sub contractor for water and sewer. We are asking for permission to work over the winter to service the sewer, water and gas. We need heat. Gas is coming in from Main Street. I have a plan that was submitted to the BPW and approved by various agencies. The new building is replacing the red storage building that was demolished last summer. Sewer is the

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deepest dig. Gas is shallow. Water is about as deep as sewer. Flowable fill and other prerequisites. Gas should be no issue, two feet deep. There are two sewer lines in Main Street and we were told to use the shallow of the two. To tap the water, change the gate valve may not be functional. Deeper trench to shut down the main upstream to replace the gate valve.

Mr. Furtado – My only thought is I've seen emails from the project since midsummer. I don't know what the delay was.

Mr. Cloutier – We had to get Federal Highway approval because it's federal funded. We never opened the bids until October and awarded in November. We were hoping to get started in the spring.

Mr. Ristuccia – I don't see a great issue with it. Guys out there working on the water, 5, 10, 15 degrees. Set a degree that day is fine, not that day we'll set it up and do it another day.

Mr. Riley – I guess my concern to ask for sewer and water and gas to tap into the road. Water and sewer no. I would put my 2 cents in. Do it after April 1st. That is my opinion.

Mr. Wotton – I'm okay with the gas. March is unfair to the residents if something happens. Just the gas for me. Chairman said temperature; it would have to be over 40 degrees.

Ms. Sturtevant – I agree. Gas is fine. Record breaking week then I wouldn't have a problem with it.

Mr. Hobson – Think that Mr. Fortin is here he could say something.

Mr. Fortin – I have no problem with gas one week above freezing temperature. Can't do it. Working against yourself.

Mr. Hobson – Work with Vinnie and Mr. Fortin.

Mr. Ristuccia – Gas. How much of an inconvenience?

Mr. Folino – Is it a hard fix date?

Mr. Ristuccia – Hard fixed date with the asphalt plant. That's when we do it.

Mr. Riley motioned to allow Cape Building Systems to open the road for gas only for 14 Main Street and water and sewer after April 1st. Mr. Wotton seconded. Vote unanimous.

B. Mr. & Mrs. Theodore Lariviere, 254 Main Street – Re: Driveway Apron

Mr. Ristuccia – There was somebody that did a driveway and had extra materials so they just fixed the apron. These are the neighbors. We sent out fine notices.

Mr. Furtado – We sent out four fines. These folks and the neighbor and to the contractor who was not an approved contractor. They are asking for a waiver of a fine when they didn't even ask for the work.

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Mrs. Lariviere - Our neighbor had his driveway apron repaired. There was extra asphalt. They are very good neighbors so they said fix theirs. We were at work. I don't think we should be penalized for work we didn't ask for.

Mr. Riley – It's a non issue. It is just procedural on our part.

Ms. Sturtevant motioned to waiver the fine for 254 Main Street for the homeowner only. Mr. Wotton seconded. Vote unanimous.

C. William Roth, Town Planner – Re: North Street, Chapter 90 Funds

Mr. Roth – I've been working with Vinnie and John Charbonneau on the current block grant application. \$624,000 is not enough money. We are currently redoing Francis Street and also the tree removal on Francis Street. There are not enough funds for two projects. The project that came forward was from Public Works side. North Street was done except for there are no sidewalks. You replaced as they were. Well travelled street with cars and we are proposing sidewalks with block grant funds and contribute for heating system for the Housing Authority. \$225,000 is for sidewalks; so we are requesting the Town match portion to be \$25,000. I have a pretty good track record with the block grant. It is concrete sidewalks and our engineers GCG said there will be some small retaining walls on the Main Street side. We had three neighborhood meetings. Last one is in two days and I believe there are two trees that we are going to have to remove. They would rather us remove on our dime.

Mr. Furtado – Bill's done great work for us over the years. Not affecting our budget. Chapter 90. The residents are going to benefit.

Mr. Ristuccia – I know myself and quite certain most that Bill Roth has done a great job with this.

Mr. Hobson – I think it's a good project but the only thing is he wants more money after the project has been put out to bid. He's spending all our Chapter 90 money. Make a point every time its 25,000 and then the street is not done. While you are hear I'd like to see something with Chapter 90 at Wood School. Dirt sidewalks both ways. Maybe you could help us out with that.

Mr. Roth – The Bikeway Committee has started designing and Mass DOT and so we are actually looking at safe routes to school. Whole bunch of things they have to do. If it is approved then that's a TIP project.

Ms. Sturtevant – \$25,000 to do that. Half of these projects probably would not even be done. Kudos to you.

Mr. Wotton – All set.

Mr. Riley – Ongoing process of North Street?

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Roth – No. Elliot Lane we needed \$10,000 or \$15,000 more because of the bids. Francis Street part of it is non eligible for the block grant, almost \$400,000 between Chapter 90 and sewer money. I would let you know from Bridge to Elliot we've given chapter 90 money back.

Mr. Wotton motioned to allow \$25,000 from Chapter 90 for the North Street and to support the submittal of the block grant application. Mr. Riley seconded. Vote unanimous.

D. Superintendents – Re: FY16 Budgets

1. Edward Fortin - Water Budget

Mr. Fortin – Purchase of Services, advertising increased by \$500, we have run out of money. Miscellaneous is reduced because we transferred of what used to be drug testing over to contracted services. It was an accounting issue. Water assessment increase by \$1,000 fixed in lieu of taxes in Mattapoisett. DEP assesses us from what we pump. Utilities are all the same. There may be some changes once they decide the power charges. That's up to the Town Hall. Same thing with gasoline. The district charge is what it is. The assessment of what the charges are. Capital Outlay; I need to replace the 1997 utility truck. I also have to replace the propane vaporizer at Wolf Island. That was installed in 1982. The 1990 trench compactor needs to be replaced.

Mr. Furtado – In addition to that, the Capital Planning Committee approves any money line item over \$20,000. Capital Outlay or articles were submitted to the group. The truck was and was approved. One is for Tata and Howard for engineering in the amount of \$60,000 for doing the Tinkham Lane well.

Mr. Riley – Supplies has a 10% higher run rate.

Mr. Fortin – This year we had some changes in materials for lead and copper.

Mr. Wotton – No questions.

Ms. Sturtevant – All set.

Mr. Hobson – All set. Gasoline is down \$1 per gallon.

Mr. Fortin – That number comes from the Town Hall; heat, power and gasoline.

2. John Charbonneau – Park Budget

Mr. Charbonneau – Salaries and wages is up 1.5%. Playground expense is up because of Rogers School wood chips. The chips that are there are not in compliance. They have to be certified. Miscellaneous; that's drug testing. We are going to change that to contracted services. Only other thing is Capital Outlay we are asking for two lifeguard stands. Right now the wooden one we've had four or five guys go out on workers comp. It weighs over three hundred pounds. We have one smaller one now. We would like two more fiberglass ones that can easily be handled by one person.

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Mr. Furtado – I asked Voke to see if they could build them but haven't heard back from anyone.

Mr. Riley – I think supplies should be \$1500.

Mr. Hobson – The Schools and Selectmen keep giving the Park Department more work. We need another employee.

Mr. Ristuccia - We had the young kid Alex last year. He seemed to be a good worker. We put him on for May and June and the Finance Committee didn't authorize additional money for the summer so we had to let him go. We should put him there too. I'd like to put in funds for an extra person.

Mr. Wotton – How many acres do you take care of?

Mr. Charbonneau – Sixty but not every week, every two weeks.

Mr. Wotton – For all this seasonal help we could use another full time person. My personal opinion I think we need a full time person.

Mr. Furtado – We supplement park with highway personnel.

Mr. Wotton – I agree. It deserves another employee.

Mr. Ristuccia – We can't expect to be able to do that.

Mr. Hobson motioned to add one full time HMEO / laborer to the Park Department budget. Mr. Wotton seconded.

Mr. Riley – You will need to defend this in the winter months.

On the motion: vote unanimous.

Mr. Ristuccia – I think the point is right is defending the winter time. Not real difficult to defend. Prepare for winter storms, scrambling. Nice to have that extra guy here.

Mr. Hobson – I pay attention to this department. Injuries, sickness, and they don't work for six months. Sometimes a person is out a whole year before we can replace him.

Mr. Ristuccia – We have a couple of new folks. How are they making out?

Mr. Charbonneau – Give me more time.

3. John Charbonneau - Highway Budget

Mr. Charbonneau – Salaries and wages are up \$11,000 because of a 1% increase and steps. Inspection stickers are up \$280. Miscellaneous is up \$625 for the DOT exams and fuel license.

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Mr. Furtado – Uniforms went up because of the uniform contract.

Mr. Hobson – Streets?

Mr. Charbonneau – I was told to use \$300,000.

Mr. Furtado – Capital Planning voted \$300,000. They will be submitting this to the Selectmen on January 12th.

Mr. Hobson – Situation on West Island, Bluepoint Road. There is no drainage. It's a dirt road that goes down to the ocean. It's polluting the cove. I'd like to see something with the \$300,000 for Bluepoint Road.

Mr. Charbonneau – Equipment purchase is \$154,000. One item is for a screener. We hire once a year at \$2,000 a day. \$44,000 pays for itself in four years.

Mr. Furtado – Committee did approve it.

Mr. Charbonneau – Replace truck #35; it's a 1991 pick and #13 is a 1994 pickup. Cost for both of those is \$57,000 for #13 and \$47,000 for #35. They are both diesel and plows and a plow for truck #14. It's rotted right thru.

Mr. Riley – Red or orange?

Mr. Charbonneau – Omaha orange with white cabs. Rubbish collection increased by 3%. Transfer Station is up \$2,780 for the extra costs for chipping the brush.

Mr. Ristuccia – The next year you do this make the print larger. It would be better.

Mr. Wotton – The uniforms it says per contract. When we selected that contract last year, it's going up that kind of money? \$4,000 and \$6,000 and now we are double.

Mr. Furtado – We had Coyne for the longest while and the prices went up. If we continued with Coyne it would have been more. There are some hidden fees.

Mr. Wotton – Other towns their employees buy their own. Going forward that's something to look at.

Mr. Furtado – Contracts with water, sewer and highway are also for sweatshirts and boots.

Mr. Wotton – The small chipper doesn't do much. We would benefit from a large chipper instead of a tub grinder. Down time or seasonal help and in turn we would have wood chips we could use in different areas of town.

Mr. Charbonneau – Right now the Tree Department is having a hard time getting rid of their chips.

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3. Linda Schick – Sewer Budget

Ms. Schick– Salaries are up 2% because of step increases and 1% in wages. Purchase of Services; tried to line up with 3 year averages. Major work at Taber Street and evaluation of the other stations. Equipment at the Treatment Plant is an issue, older and older. Buy something new retrofit. Bringing that up \$13,000 to be able to do some of that work. Not enough money to do the P.T. building. Contract Assistance realign with the 3 year average. Telephone is down. Two years ago we converted from phone lines to the mission system. We pay a monthly fee to them. Professional Training classes are more expensive. Contracted Services is up \$25,000 for the Kraft contract for the generator. It ran a lot in December; 695 hours. Generator uses natural gas. We did meet with Jeff today and he agrees with the utilities. Supplies; miscellaneous is down 33% because we reassigned the boots to the uniform line item. Supplies, that's up. Chemicals are up slightly. Preconception is saving on the sludge. Grease and oil are down by half absorbed by Kraft. Sludge is in the red by \$30,000. Hopefully aligns with the three year average. At the end of this month we will accept a couple of loads of grease. Equipment; I have replacement for #43, \$44,000 with a 9' plow. Pump spares; really hard time with inventory, sixteen weeks. Spare cores. Every pump has a backup pump. South Street roof quote just under \$5,700. It's the last piece needs to be done. Plant water strainer. Recycle water at the plant use effluent water has to be strained first, \$9,000. Rebuild of the grit collector. We thought we had enough money for the P.T. building in FY16 but it had to be push back to FY17. It may not last that long, \$15,000.

Mr. Hobson – Licenses up to date?

Ms. Schick – No.

Mr. Hobson – We gave them a year? What about the overtime?

Mr. Furtado – Time limit was to take the exam three times per year, \$100 each test. You can also revisit that at any time. July 1st everybody took it three times and no one passed. We could change the overtime, yes.

Mr. Ristuccia – They had to pay this \$100 each time? If they passed it they wouldn't have to spend any more money.

Mr. Furtado – DEP assesses a point value. With the Digester that point value was upped. It was a Grade 4, now you need a Grade 5. The plant is a Grade 7. There are four people this is applicable to.

Mr. Wotton – We should revisit it.

Mr. Ristuccia – Next meeting put this on the agenda.

Mr. Wotton – What vehicle?

Ms. Schick – #43 is the vehicle that we use around the plant.

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Mr. Wotton – Same exact truck? The old ones go up for auction?

Ms. Schick – Yes.

Mr. Riley – Sludge disposal. Run rate 180 to 185.

Ms. Schick – Last month of November I gave all my sludge to Crapo Hill so they could start their digester.

Mr. Riley – We should run less.

Ms. Schick – I really want to see what happens with the grease.

4. Vincent Furtado – Administration Budget

Mr. Furtado – Administration, we level funded everything. 1% salaries and we received a notice from Kathy. She put in her early retirement notice.

Ms. Tripp – We will be reducing the telephone.

Mr. Riley – As money, the budgets we have sat thru have been level funded for the last six or seven years. Tools, we always spend that money at the end of the year which means to me that we didn't need it.

Mr. Ristuccia – Can we get that information on tools for the next meeting.

V. Items for Action

A. Pavao Construction – Francis Street Roadway Improvements; Payment #1

Mr. Furtado – Payment request for the Francis street area.

Ms. Sturtevant motioned to approve the Francis Street payment to Pavao Construction in the amount of \$94,924.00. Mr. Wotton seconded. Vote unanimous.

B. Pavao Construction - Fort Street Roadway Improvements; Final Payment

Mr. Furtado – Pavao did the work on Fort Street. This is for the retainage and again all this work was approved by GCG. The amount is \$5,772.64.

Ms. Sturtevant motioned to pay Pavao Construction the final payment in the amount of \$5,772.64. Mr. Wotton seconded. Vote unanimous.

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VI. Board Members, Superintendent – Old Business / New Business

Mr. Furtado – I asked you if I could appear before the Personnel Board tomorrow to request them to look at the reclass of the Water and Sewer Superintendents. I don't know what is going to happen. Come before you guys so the budget may change. Union guy's annual stipend for the licenses, the Personnel Board does not allocate the same amount of money.

Mr. Wotton – Nothing.

Ms. Sturtevant – Nothing.

Mr. Riley – In the Government Study Committee Report, one thing our Department had pretty high marks. One thing the Highway Department had a 78% rating. There were many comments on plowing. I think if you were Mr. Charbonneau, I would review that fifteen or twenty comments.

Mr. Furtado – Did that report tell you how many people responded?

Mr. Riley – I don't know that number.

Mr. Riley – Bike path if you review the document there are three alternatives. I agree with the most expensive. Something this Board needs to look at in the near future.

Mr. Ristuccia – Next meeting agenda talk about it.

Mr. Hobson – I wasn't too happy with some of these reports. I think that something come before our Board and discuss with us.

Mr. Ristuccia – This Board met with the Government Study Committee, probably May or June or before. At that meeting to my dismay it was not televised. Surveys from people. I didn't get a survey. It hits the trash barrel. Question was very simple how many people did you interview? They said why should we bother to interview anybody we sent out surveys. I took great exception to that statement. They are working for the people just like we are. Those numbers mean very little to me. 70% of the people are happy with the BPW.

Superintendent's Report:

From last meeting:

- Briercliffe drains to be cleared
- FY 15 (current) Budget Questions
 - a. Park dept Supplies at 9%

Because of Mutt Mitt Purchases which used to be handled by both Parks and BOH

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- b. Highway currently at 85% out of class

Because Superintendent has taken most of his vacation time already

- c. Vehicle Maintenance budget line item low

Because we had a \$20,000 expenditure back in July 2014 when we had to fix the loader. I asked FinCom for a transfer back in June and they advised me to wait until we ran out of \$\$ in that line item

- d. Contractor assistance line item in Sewer Department

That was the line item that we used to pay the Pasta House Sewer on Alden Road

- e. Training

New MA DOT Hoisting TCH requirements were paid from this line item

- f. Sludge

We asked for an amount more than what we had anticipated because it is a lot easier to have remains go back to retained earnings than to ask for additional \$\$

New:

- Send request to Personnel Board for consideration of reclass of water and sewer Superintendent positions
- Attend Capital Planning Committee meeting
- Send response to Army Corps re: their inspection report
- Receive/review poll results from Government Study Committee re: different Town Departments
- Receive report from SRPEDD re: Bike Path at SNR Rd/David Drown safety study
- City of New Bedford had a water main break on 12/17 – we have been supplying the City water to Pope’s Island which has been metered
- Preliminary budget meeting with Superintendents in preparation to present such to the Board
- Christmas Pizza party for all employees
- Reverse 911 to all affected residents in North Fairhaven a couple weeks back due to no water
- Work on 2014 Annual report from Board which is due in early January

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- Christmas and New Year's vacations

VII. Set Date for the Next Meeting

Mr. Riley motioned to hold the next meeting on January 12, 2015 at 6:00 p.m. Ms. Sturtevant seconded. Vote unanimous.

VIII. Adjourn

Mr. Wotton motioned to adjourn at 7:35 p.m. Ms. Sturtevant seconded. Vote unanimous.

Respectfully submitted,

Kathy A. Tripp
Administrative Assistant

Minutes approved on January 12, 2014.