

**Town of Fairhaven
Board of Public Works Meeting
August 19, 2019**

Present

Brian Wotton, Commissioner
Robert Hobson, Commissioner
Cameron Durant, Commissioner
Frank Coelho, Commissioner
Keith Silvia, Commissioner
Vincent Furtado, BPW Superintendent
Rebecca Vento, Administrative Assistant
Ronny Azevedo, Contractor
Agostinho Pinto, 22 Abbey Street
Steve Lisauakas, Waste Zero
Kim Sylvia, AFSME



I. Call to Order

Mr. Wotton called the meeting to order at 6:01 p.m.

II. Routine Matters

A. Signing of Departmental Bills

III. Approval of Minutes

A. August 5, 2019

Mr. Hobson motioned to approve the minutes of August 5, 2019. Mr. Silvia seconded. Vote 3-0-1 with Mr. Durant abstained.

B. August 5, 2019 – Executive Session

Mr. Hobson motioned to approve the minutes of August 5, 2019 – Executive Session. Mr. Silvia seconded. Vote 3-0-1 with Mr. Durant abstained.

IV. Appointments

A. R & R Sons Concrete – New Driveway Contractor

Mr. Azevedo - I am looking to get approved with the Town.

Mr. Silvia - I have no problems with this contractor, I know his work and it is top quality.

Mr. Hobson – Do you have an address where you will be doing work in Town?

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Mr. Azevedo – No, I am looking to get approved so I can start taking work and not passing it up in Town.

Mr. Silvia motioned to approve R & R Sons Concrete pending the completion and inspection of the first job. Mr. Durant seconded. Vote unanimous.

B. Agostino Pinto, 25 Abbey Street, Driveway Waiver

Mr. Pinto – We are looking to put a second driveway opening.

Mr. Durant motioned to approve a second driveway opening 22 feet wide at 25 Abbey Street. Mr. Silvia seconded. Vote unanimous.

C. Waste Zero, Curbside Textile Recycling

Mr. Lissauskas - The service is free for Cities and Towns. The residents can put the acceptable items that they are looking to get rid of in the pink bag and then place it out at the curb. Those bags will be picked up on the recycling day by a van that drives the recycling route. They will also leave an empty pink bag to replace the bag that the resident puts out. The company also pays the Town twenty dollars per ton. Currently there are 38 communities in Massachusetts. Rochester, Middleboro, Somerset & Walpole have been operating this program for a while now. Each residence will have a bag and information mailed the house. The bag and literature have a toll free telephone number on it so if there are any issues the resident can call directly.

Mr. Hobson - Do people go through the bags before they are picked up?

Mr. Lissauskas – Yes, but it is very rare. If someone do take the items out of the bag we will not just leave them we will pick them up.

Mr. Hobson - I think that this sounds pretty good.

Mr. Durant – How long is the contract good for?

Mr. Lissauskas – The contract is three years in Massachusetts.

Mr. Silvia - Has the Board of Health looked into this?

Mr. Furtado - I know they have looked into textile bins for the recycling center.

Mr. Coelho enter the meeting at 6:20 p.m.

Mr. Wotton – Would you be interested in putting textile bins at the recycle center?

Mr. Lissauskas - Whatever you wish to do. We can do both curbside and a bin if you wish.

Mr. Wotton - Where are you located?

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Mr. Lisauskas - I am located in North Andover and the company is in North Carolina. If the board wishes to proceed, we will forward you the contract. It takes anywhere from six to eight weeks to get the contract finalized and get the first pickup scheduled.

D. Highway Union Discipline Draft

Ms. Sylvia – I am here to discuss and answer any questions about the Disciplinary Action Draft. The Highway employees have all looked at it. Do you have any feedback, edits or changes?

Mr. Coelho - I think at the meeting that we had we said that we would also send the letter to the Town's Attorney to look over.

Mr. Furtado - I only wanted to do this once so I figured we would make any changes and then send it to the Attorney for the final review.

Mr. Durant - Is there somewhere in the contract that states that certain behavior is weighted based on the item being disciplined for?

Ms. Sylvia - Most contracts are not that informational. I think that if someone did something that severe just because you take it out of their personnel file does not mean that it completely goes away.

Mr. Furtado – Let's say that three years go by and the employee conducts the same violation again do we start from zero or can we take it from where we left off?

Ms. Sylvia - In my previous role in human resources discipline is to be corrected. This policy is meant for minor things not for severe things.

Mr. Furtado - This came about because we had an issue and we wanted to put language in the contract.

Mr. Wotton - I am not a fan of section 3. I would be ok with it if it said with the BPW Superintendent or BPW approval. The employee needs to submit a written request to have the item removed from the file. The Superintendent will then have the right to approve or deny the request, or even have the Board make the decision.

Mr. Durant – I do not believe that we should ever take out letters from a personnel file they should stay in the file.

Ms. Sylvia - What if we put the removed item into a sealed envelope, mark it confidential and leave it in their file.

Mr. Durant motioned to adopt the Disciplinary Action pending the modification to section 3 that nothing can be removed from the file unless approved by the Board and the document needs to have the Town Attorney's approval. Mr. Silvia seconded. Vote unanimous.

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V. Items for Action

A. Change Auction Date

Mr. Hobson motioned to change the date of the Town Auction from September 21, 2019 to September 28, 2019. Mr. Coelho seconded. Vote unanimous

B. Maher Services – West Island WWTF Gravel Packed Wells

1. Award Bid

Mr. Silvia motioned to award the bid for the West Island WWTF Gravel Packed Wells in the amount of \$ 86,370.00 to Maher Services. Mr. Durant seconded. Vote 4-0-1 with Mr. Hobson abstained.

2. Sign Contract Agreement \$86,370.00

Mr. Silvia motioned to sign the contract agreement with Maher Services for the West Island WWTF Gravel Packed Wells in the amount of \$ 86,370.00. Mr. Durant seconded. Vote 4-0-1 with Mr. Hobson abstained.

3. Notice to Proceed

Mr. Silvia motioned to approve the Notice to Proceed with Maher Services for the West Island WWTF Gravel Packed Wells. Mr. Durant seconded. Vote 4-0-1 with Mr. Hobson abstained.

C. Hart Engineering, Upgrade of WPCF, Change Order # 5 \$(60,572.83)

Mr. Silvia motioned to approve change order #5 in the amount of \$ (60,572.83) to Hart Engineering for Upgrades to the WPCF. Mr. Coelho seconded. Vote unanimous.

D. Hart Engineering, WWTP Improvements, Payment #20 \$214,895.74

Mr. Durant motioned to approve payment #20 in the amount of \$214,895.74 to Hart Engineering for WWTP Improvements. Mr. Hobson seconded. Vote unanimous.

E. Water & Sewer Rates

Mr. Furtado- I put this packet together because the board asked what the increase would cost the residents if we went with the recommendation from the consultant. As an example, I used the highest end of the scale for tier 1, which is 2,250 cubic feet. Currently if someone receives a water bill for 2,250 cubic feet, they would pay \$47.03 for the water consumption charges plus the base fee of \$55 totaling \$102.03 for six months. If we go with the recommendation from the consultant, assuming the 2,250 consumption, that base fee would be \$50 and the water consumption charge would be \$51.75 totaling \$101.75 for six months. With the new rate residents in tier 1 using 2,250 cubic feet would see their bill decrease .28 cents. Moving on to the sewer charges currently residents that use 2,250 would receive a bill for \$157.50 for the sewer charges and \$25.00 sewer capital fee totaling \$182.50 for six months. With the recommendation from the consultant, assuming the 2,250 consumption the sewer capital fee would remain the same at \$25.00 and the sewer charge would be \$162.23 totaling \$187.23, which is

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\$4.72 more for a six-month period. Now looking at the second tier since this is where most of the residents in the Town fall. I used the highest end of the tier, which is 4,500 cubic feet. Currently a bill for 4,500 cubic feet the resident would pay \$162.23 for the water consumption charge plus the \$55.00 base fee totaling \$217.23. Looking at what the consultant recommends assuming the consumption of 4,500 the water consumption charge would be \$178.43 plus the \$50.00 base charge totaling \$228.43. With the new rate residents, using 4,500 cubic feet would see an increase of \$11.20. Now looking at the sewer charges a resident that uses 4,500 cubic feet receive a bill for \$315.00 for the sewer charges and \$25.00 for the sewer capital fee totaling \$340.00. With the new rate, the sewer bill would be \$342.45 for the sewer charges and \$25.00 for the sewer capital fee totaling \$349.45 increasing the sewer bill to \$9.45 for a six-month period. Roughly speaking residents in tier 2 will see their water and sewer bill increase about \$21 for a six-month period.

Mr. Durant - Since we do not have a choice but to raise the rates we should try to bill as many times a year that we can.

Mr. Furtado - I would eventually like to see the Town bill quarterly which is one of the reasons we are moving to an automatic reading system

Mr. Wotton - I would like to put this on the agenda for the next meeting to vote on. This will give people time to come and ask any questions that they may have.

Mr. Coelho - Could we put this on the Town's website to make the residents aware of the rate increase? I notice that we do a lot of surveys in the department's I would like to see a survey be done to see how we can reduce the rates of the water and sewer costs. Maybe we could reach out to U-Mass Dartmouth or a consultant to see if they could do a study on cutting costs.

VI. Possible Topics of Discussion, Subject to Board Approval

A. N/A

VII. Tabled Matters

A. N/A

VIII. Old Business / New Business

A. Superintendent

Superintendent Report for August 19, 2019

- Smoothed out patch to Pope Beach
- Cut Little Bay near project

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- Visited Recycle Centers with State Recycle Reps, BOH & Hoppy to get ideas/grants for these ideas for the Town's New One
- Town had to post water notice due to ecoli hit in well
- Discipline employee due to cell phone use
- Meet with Town Administrator re: Comp Time Town wide policy
- HHW day is 10/26. Police has requested that we close recycle that day to minimize traffic. I suggest that on that weekend we open recycle on Sunday instead and put notice out weeks in advance
- Meet with Town Administrator and Police Chief re: Fort St parking issues
- Attend Conservation meeting with Frank re: - Nelson Ave leeching basin approvals - cutting grass at Hoppy's and preliminary approval for paving Town Beach parking lot
- Open Dawn to Dusk signs placed at all parks
- Met with Police re: cross signage at streets that intersect Causeway Rd.
- Met with Mike from GCG - re Drainage issue/proposal for Waybridge as well as a number of other projects
- Attended and chaired monthly Regional Water meeting
- Reviewed AFSCME discipline language as addendum for contract
- Reviewed MOU merged into Highway CBA

Mr. Furtado - Since I did my report there has been a few things that have come up. The Selectman will be talking tonight about closing the Parks earlier because the threat of EEE. I told them I would talk to the Board to see how everyone felt.

Mr. Coelho motioned to have the Parks close at 7:30 p.m. until the threat of EEE is removed. Mr. Silvia seconded. Vote unanimous.

Mr. Furtado - We had a Sewer break today on Shore Drive. While trying to fix that sewer repair they broke the waterline. During the last couple of weeks we received two summons to appear in court. One for a leaky toilet, the homeowner applied for an abatement, she was denied, and the second person was denied as well for high usage. The summons were forwarded to Town Counsel and he will be sending

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both of the residents a letter since they have skipped a step in the process. After being denied they should have appeared before the Board.

Mr. Hobson - Mr. Furtado & I went to two Recycling Centers down the Cape. One in Bourne and the other in Dennis. They both were state of the art Recycling Centers. We definitely need to rebuild the Sewerage Treatment Plant and I think they should start looking now for a new site for our Recycling Center. I do not understand why we cannot go back to the old location since there is plenty of room. I am looking for Mr. Furtado to get together with Mr. Rees and find out if the Recycling Center definitely cannot go back to Bridge Street and if it cannot then we need to find a new location.

Mr. Furtado - I thought that the State would bring us and help us find a new location. The people that met with us are in charge of the grants, they went with us so we could show them what we liked about the facilities and what we were interested in for our new Recycling Center, and they would help us get a grant.

Mr. Coelho - You met with the Town Administrator regarding comp time?

Mr. Furtado – Yes, they are in the process of making a policy for comp time. Right now at the Town Hall comp time is informal.

B. Board Members

Mr. Hobson - There was a Town employee at Shipyard Park spraying the weeds with a gallon container spraying a four-foot wall. Why don't we have a truck with a sprayer on it?

Mr. Furtado - We have a backpack sprayer.

Mr. Wotton - We need to see how much it will cost to have a truck rig. I am sick of seeing weeds overgrown on sidewalks.

Mr. Hobson - The other thing is there is a patch that needs to be filled by Kelly's. Bristol County Mosquito never went down to Starboard Drive.

Mr. Coelho - Do we have a hand mower that the guys can use?

Mr. Furtado - The Highway Department does not have a hand mower they have the big lawnmowers and weed wackers.

Mr. Silvia – When was the last time we checked the sewer line at the Pasta House?

Mr. Wotton – MassDot needs to come and take care of route 6 from New Bedford to Mattapoisett.

Mr. Hobson - I would like to see one board member sit in on the interviews for the Garage Supervisor.

Mr. Wotton volunteered to sit in on the interviews.

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C. Marine Resources Committee – BPW Related Matters

IX. Set Date for the Next Meeting

Mr. Coelho motioned to set the date for the next meeting on Tuesday, September 3, 2019 at 6:00 p.m.
Mr. Hobson seconded. Vote unanimous.

X. Adjourn

Mr. Hobson motioned to adjourn the meeting at 8:05 p.m. Mr. Silvia seconded. Vote unanimous.

Respectfully submitted,

Rebecca Vento
Administrative Assistant

Minutes approved on September 16, 2019