

Present:

Mark S. Nunes, Chairman
Manuel Branco, Clerk

Lee M. Azinheira, Vice Chairman
David T. Hickox, Director

Carlos Cardoso, WPC Plant Manager
Paul Pacheco, Superintendent Services & Infrastructure

Steven Sullivan, Superintendent Water & Sewer Division

The Chairman called the meeting to order at approximately 7:30 a.m.

ACTION ITEMS

A motion was made by Mr. Branco and duly seconded by Mr. Azinheira to approve and accept the warrants for the bills payable for the period ending March 18, 2010. So voted.

A motion was made by Mr. Branco and duly seconded by Mr. Azinheira to approve and accept the payrolls for the weeks ending February 19, 26, and March 5, and 12, 2010. So voted.

A motion was made by Mr. Branco and duly seconded by Mr. Azinheira to approve and accept the Meeting Minutes of February 16, 2010. So voted.

A motion was made by Mr. Branco and duly seconded by Mr. Azinheira to approve and accept the Executive Session Meeting minutes of February 16, 2010. So voted.

APPOINTMENT

Meeting with Mr. Dan Menard of Menard Brothers, Inc., re: new insurance requirements for licensed utility layers

The Chairman recognized Mr. Dan Menard. Mr. Menard said he was present to express his belief that the revised insurance requirement for drain layers was excessive, specifically the Workers' Compensation insurance. He said he is a small business and the new limitations are going to cost him more money and differ from the limits he needs to excavate foundations. Mr. Nunes and Mr. Azinheira explained the difference in the liability issues when one is working in the right-of-way from when one is working on private properties. They also advised him that the insurance requirements are recommendations from the Town's insurance representative and are equal to neighboring communities. Mr. Menard replied that he understood and thanked the Board members for their time.

OLD BUSINESS

Review and discussion of Chief Water Operator job description and FY 2011 funding

Mr. Hickox noted that the Board had discussed a new position in the water division to oversee the water quality at the treatment plants. He added that as the water revenues are being reviewed and budgets developed it has become apparent that it is not the time to fill the position.

The Board members agreed that in the meantime they should continue to review the job description and the merits of the position so it is order when they are ready to fill the position. Mr. Azinheira suggested that the education/experience requirements be adjusted to a Bachelor's degree and less experience in the industry rather than an Associate's degree and more experience in the industry.

Review of Department of Public Works Division Head job titles

The Chairman explained that they discussed that the Board had a meeting in executive session and changing the job titles was discussed. He stressed that it was the titles and not the job descriptions that they proposed to change. He noted that they would like to change the supervisors titles to keep things uniform and everyone would have the same type of title within the new union.

Mr. Sullivan explained that the item would have to be negotiated. The Chairman agreed that the item is one of the items that need to be negotiated. Mr. Sullivan and Mr. Pacheco said the Board of Public Works changed the titles to Superintendent two years prior. Mr. Sullivan said most water department in Massachusetts have superintendents and the DEP recognizes him as a superintendent. Mr. Pacheco said he did not see why they needed to be changed because it was just changed two years prior by the Board.

Mr. Azinheira explained that it makes sense from an organizational standpoint to have all the same titles for the same level/layer. He added that he feels he should have brought it up to two years ago when it was first discussed but he did not want to push his (Mansfield's) organizational chart, which has been in place and working for ten years. The Chairman noted that he was not on the Board two years ago and was bringing it up at this point because a new union contract is being negotiated and having consistent titles is appropriate at this time. Mr. Sullivan asked whom they (the union) are negotiating with, town hall or the Board of Public Works. The Chairman replied that they are negotiating with both. The Board of Public Works is presenting their opinion and submitting it to town hall.

Mr. Sullivan requested a copy of the meeting tape so he can bring it to his union and the union representative could review it.

Discussion on appraisal services

Mr. Hickox briefed the Board members on the history of obtaining the appraisals for Dartmouth Street. Mr. Nunes suggested renegotiation of the original quotation for the work.

Update on Bristol County House of Correction outstanding water bill

Mr. Sullivan informed the Board members that he had contacted Attorney Bruce Assad, whom they had met with to discuss the outstanding bill. Attorney Assad informed him that the state would be releasing a check in the amount of \$22,000, which will bring the payment up to the amount of \$60,000.

2010 Solid Waste Enterprise Fund Promotional Post Card

Mr. Hickox briefed the Board on this year's marketing plan for the Pay-As-You-Throw waste reduction program and presented the promotional post card for review.

On a like item, Mr. Hickox noted that at a recent Finance Committee Meeting Mr. Peter Friedman asked if the Department could service private areas. Mr. Hickox would like to look into the item a little further to see which areas the Department could make access to with its equipment safely. Mr. Azinheira noted that they service private areas in Mansfield after the residents sign a hold harmless agreement. Mr. Hickox added that they have done the same in the past prior to a street acceptance. The Board members agreed that the item warranted further discussion at a future meeting.

NEW BUSINESS

Review of Water & Sewer Enterprise Fund Budgets and FY 2010 Water & Sewer revenues

The Chairman recognized Ms. Claire Karvonen, Town Accountant.

Ms. Karvonen informed the Board that she was present to discuss funding sources. She added that when the Town sends a recap to the Department of Revenue the state conducts a look back on the 2010 budget. If the revenue does meet the budget in 2010 and the budget is not adjusted for 2011, there is a funding question. Mr. Hickox reviewed the water rate revenue projections dated March 18, 2010, and the commitments, which predict a deficit. Mr. Hickox noted that due to reduced chemicals and reduced utilities the Department anticipates a turn back of \$400,000. Mr. Branco suggested that a letter be drafted to the Select Board explaining the weather and reduced growth situation that is the reasoning for the shortfall.

Mr. Azinheira expressed that the Department need to discuss a long-term plan for changing the current billing cycles to a quarterly billing system. Ms. Karvonen noted that the overhead is based on commitment so the additional charges associated with quarterly billing would be postage supply costs. Mr. Hickox noted that the rate increase is not due to operational charges because those continue to decrease. The Chairman asked if staffing could be reduced. Mr. Sullivan replied that the division is running with a reduced staff at this time. Based on the calculations, Mr. Hickox recommended an adjustment of 10% in the water rate.

Mr. Hickox continued the discussion by reviewing the sewer rate review dated March 18, 2010. He noted that the Construction Division costs are brought into the equation as a budgeted item. Mr. Azinheira noted that the average should be based on consumption. A brief discussion on the state's average water rate ensued.

A motion was made by Mr. Azinheira and duly seconded by Mr. Branco to adjust the water rate by 10% and the sewer rate by 5%, affective April 2, 2010, due to the past two years weather circumstances. So voted.

Ms. Karvonen cautioned the Board that there might need to be another adjustments made in October to maintain the budget if there is another wet summer.

Mr. Hickox pointed out the line item for the Construction Division in the water and sewer FY 2011 budgets, which has been added as a true expense rather than a look back. He briefed the Board on the work schedule requested for the construction season for General Fund work. A brief discussion regarding funding allocations ensued. Mr. Nunes said the DPW projects should be listed as priorities and the other projects should be discussed with the Select Board to learn which have priority.

For the record, Mr. Hickox informed the Board that the New Bedford sewer rate has increased, which will be incorporated in the next billing cycle.

Briefing on meeting with Executive Director of the Greater New Bedford Regional Refuse Management District

Mr. Hickox briefed the Board on the items that were discussed at his meeting with Virginia Valiela, Executive Director, of the Greater New Bedford Regional Refuse Management District: The New Bedford transfer station processes all of Dartmouth's recyclables and its front-end loader, which is used to pack down the items, has broken down. New Bedford representatives asked the District to contact Dartmouth to request consideration to pay 40% of the cost of the repair. Ms. Valiela also informed Mr. Hickox that the city has started discussion of initiating a fee to process Dartmouth's recyclables at the New Bedford facility. There has been no fee charged to Dartmouth for this service

thus far. Mr. Azinheira commented that the Board should consider all options of disposing of the Town's recyclables.

Another item that was discussed at the meeting was city councilor Brian Gomes' motion regarding instituting a fine for disposing of waste that is not generated in the city. Mr. Hickox informed Ms. Valiela that the Department does not issue abatements for those residents that list owning a property in another community as an option unless they can provide a contract with a private hauler.

The final item discussed at the meeting was a request to purchase reusable shopping bags for distribution at Shaw's Supermarket to promote recycling. The city of New Bedford will pay half of the cost of the bags.

A motion was made by Mr. Azinheira and duly seconded by Mr. Branco to approve the payment of 40% of the cost of repair of the front-end loader owned by the city of New Bedford and used to process Dartmouth's recyclables. Funding to be made through Dartmouth's recycling account managed by the District. So voted.

A motion was made by Mr. Azinheira and duly seconded by Mr. Branco to approve the request to pay 50% of cost to purchase reusable shopping bags, which will be distributed at Shaws Supermarket. Funding to be made through Dartmouth's recycling account managed by the District. So voted.

OTHER BUSINESS

The Chairman asked those present if they wished to discuss any other business that morning.

Mr. Hickox informed the Board that he received an anonymous letter regarding the unaccepted portion of Lucy Street. The writer notes that the Town is providing services to the private section of the road. Mr. Hickox reported that the Department paved a section when the sewer project was completed. Mr. Branco noted that the Department made entry similar to the case on Avis Street, and it was determined at that time that once entry is made the Town must maintain the roadway.

The Board agreed to meet again on April 8, 2010, 7:30 a.m.

Having no further business to discuss that morning, at approximately 9:29 a.m. a motion was made by Mr. Branco and duly seconded by Mr. Azinheira to adjourn the meeting. So voted.

Respectfully submitted:

Approved: 04113110

Michelle L. DeFranco, Office Manager/Confidential Secretary