

**Present:**

Lee M. Azinheira, Chairman  
Mark S. Nunes, Clerk

Manuel Branco, Vice Chairman  
David T. Hickox, Director

Carlos Cardoso, WPC Plant Manager      Steven Sullivan, Superintendent Water & Sewer Division  
Paul Pacheco, Superintendent Services & Infrastructure

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. Nunes to approve and accept the warrants for bills payable for the period ending May 12, 2011. So voted.**

**A motion was made by Mr. Branco and duly seconded by Mr. Nunes to approve and accept the payrolls for weeks ending April 29, and May 6, 2011. So voted.**

**A motion was made by Mr. Branco and duly seconded by Mr. Nunes to approve and accept the Meeting Minutes of April 27, 2011. So voted.**

**OLD BUSINESS**

**Discussion regarding Water & Sewer rates.**

The Director reviewed the water rate model with the Board members. He noted the concern of having a rate structure that is subject to weather patterns and recommended that adjusting the minimum would present stable revenue. Mr. Azinheira commented that he would like to see such a change when the Department switches to different billing cycle, i.e. quarterly, or monthly rather than biannual. A brief discussion regarding budgeting for capital projects ensued. Mr. Hickox asked the Board members if they wished to continue setting a rate based on budget needs for a particular year or change it to include preparing for capital projects and thereby reducing borrowing costs and debt service.

Mr. Hickox and Mr. Sullivan recommended a 5% indexing and a reduction in the minimum step rate. The Board discussed the sewer rate and the scheduled capital improvements to the wastewater treatment plant.

**A motion was made by Mr. Nunes and duly seconded by to index the water and sewer rate by 6%and decrease the minimum rate step to 2800 effective July 1, 2011. So voted.**

**NEW BUSINESS**

**Discharge of Lien – Plat 104/Lot 10 -865 Smith Neck Road**

**A motion was made by Mr. Nunes and duly seconded by Mr. Branco to discharge the lien for plat 104/lot 10-865 Smith Neck Road and to execute the signature document. So voted.**

**Discussion regarding Water Pollution Control Division personnel retirements**

Mr. Hickox notified the Board that two Wastewater Treatment Plant staff members have given their notification of retirement, the assistant plant manager and the chief maintenance operator. With the new chief operator position, that Department has three key positions to fill in the Water Pollution Control Division. Mr. Cardoso briefly described the requirements of the chief maintenance operator position. Mr. Hickox noted that the position was posted internally and will be advertised in related professional journals.

### **Discussion regarding resurfacing Hixville Road/Brady Estates**

Mr. Hickox reviewed the past history related to Brady Estates and the section of Hixville Road that was in disrepair due to the settlement of a trench. After no response from the developer, the Town had the road repaired and secured the road bond, insurance bond, and a partial payment from the developer. The Board also met with the developer and an agreement was reached that the balance due the Town for the road repair would be paid in full once 18 Digger Drive was sold. The house has been sold but no payment has been received.

Compounding the issue is the plan requires the road to be cold planed and over laid from the start of the project to end of the limits. The Department is eager to get that work completed because it is installing the safety enhancements to Hixville Road as recommended by the SRPEDD audit.

Mr. Hickox noted that Mr. Cressman and he met with a potential new owner. Mr. Hickox recommended that the Department cease issuing any permits or inspections related to the Brady Estate project until the required work is completed.

**A motion was made by Mr. Nunes and duly seconded by Mr. Branco that the Department of Public Works will cease issuing any permits or inspections related to the Brady Estate project until all outstanding required work is completed. So voted.**

### **Request for recycling bins – Bishop Stang High School**

Mr. Hickox informed the Board that the request came through the District. The Board members agreed that the recycling service retained by the school should supply the bins or the school could purchase the bins from the Department at cost. Mr. Hickox replied that he would contact the District.

### **OTHER BUSINESS**

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

Mr. Branco took the opportunity to comment on the progression of the work on Dartmouth Street. Mr. Hickox informed the Board that he met with the owner of property at the corner of Dartmouth Street and Rockdale Avenue regarding the temporary and permanent easement. The owner is aggrieved by amount he received for the taking. Mr. Hickox reviewed the two appraisals for the property and one did come in higher than the other. Because the item was not on the agenda, it will be brought back before the Board on its next scheduled meeting for action.

Relative to the Dartmouth Street Reconstruction Project, Mr. Branco asked about the section of sidewalk that has not been replaced. Mr. Hickox replied that the shoulder area in that section is at a different grade thus there are old retaining walls along it. The engineering firm is working on a design plan that will not undermine the retaining walls.

Having no further business to discuss that morning, at approximately 8:31 a.m. a motion was made by Mr. Nunes and duly seconded by Mr. Branco to adjourn the meeting. So voted.

Respectfully submitted:  
Michelle L. DeFranco, Administrative Assistant

Approved: 06/09/2011