

Present:

Lee M. Azinheira, Chairman
Manuel Branco, Clerk

Mark S. Nunes, 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. Nunes and duly seconded by Mr. Branco to approve and accept the warrants for the bills payable for the period ending November 17, 2011. So voted.

A motion was made by Mr. Nunes and duly seconded by Mr. Branco to approve and accept the payrolls for the weeks ending October, 28, November 4, and 11, 2011. So voted.

A motion was made by Mr. Nunes and duly seconded by Mr. Branco to approve and accept the Meeting Minutes of October 25, 2011. So voted.

APPOINTMENT

Meeting with Mrs. Jill Lenz regarding water/sewer invoice

The Chairman recognized Mr. and Mrs. Lenz.

Mrs. Lenz voiced that she was present to discuss her \$1,000 water and sewer bill. She explained that she is a stay-at-home mother and their household of six never exceeded an average water bill of \$280 for a six-month period. She further explained that they do not water their lawn or have a pool. She and her husband checked the home for water leaks and did not detect any so they are perplexed with the excessive water consumption readings. Mrs. Lenz said she read the water meter last night and it read 1933. Mr. Sullivan said the last reading he had on October 27, was 1927. The Chairman said the usage appear to be high for less than a month.

Mr. Sullivan informed the Board that he had personally visited the Lenz's home and did not detect any leaks and the meter appeared to working accurately. He added that he believes there is a leak somewhere in the home. Mrs. Lenz reiterated that she is at home and doesn't know where the water is running. Mr. Sullivan reviewed the Lenz's average usage in cubic feet for a six month period. The Board agreed that the water usage is high and believed the water is flowing somewhere. The Board members suggested changing out the meter and continuing with monitoring the readings before an abatement determination is made. Mr. Sullivan will have the meter changed out. In the interim, the billing office will be notified that all interest and demands on the account shall be waived pending Board of Public Works' action.

Discussion – Unaccepted Portion of Ryder Street

Mr. Hickox informed the Board that the section of Ryder Street in question from Rangeley Street south was never accepted. Mr. Branco, who was Superintendent of Public Works at the time, briefed the other Board members on the history of the development of the subdivision and road. The plans for the lots were approved under the subdivision control law, approval not required (ANR). As a result the street was not built to town specification and never accepted. Mr. Branco added that due to the demands for service, the Department of Public Works/Board of Public Works received requests from the Select Board office to plow the unaccepted portion. Because of the accepted portion of Ryder Street is a dead end, it was safer for the plows to plow the entire roadway.

Mr. Hickox noted that the unaccepted portion has deteriorated and a number of calls have come into the Department of Public Works requesting service, thus an opinion was sought from Town Counsel. The legal determination is the Town has no legal access to the unaccepted portion of Ryder Street. Mr. Hickox said the Board of Public Works could vote to adopt a policy to allow access for solid waste and recycling services through an indemnification process. A brief discussion ensued. The Board members instructed Mr. Hickox to contact the Executive Administrator about the impact of Town Counsel's opinion. The Chairman noted that Town of Mansfield had adopted a special petition to get a number of unaccepted ways accepted through a special act of legislature and added to the town's Chapter 90 road miles.

Discussion regarding Personnel Vacancy Water Pollution Control Division – Grade 6 Operator1 vs. Grade 3 Laborer

Mr. Hickox reported that the Department is experiencing a number of positions shifting with retirements and moving to the seven day operation schedule. As a result of one shift in the Water Pollution Control Division, it would be more efficient and effective with the seven day work week to have an operator available rather than a laborer on staff.

A motion was made by Mr. Branco and duly seconded by Mr. Nunes to fill a Grade 6 Operator I position in the Water Pollution Control Division rather than the Grade 3 Laborer position. So voted.

Recommendation to extend temporary utility license to annual utility license – C.S.B. Enterprises.

Mr. Hickox reminded the Board that the contractor was granted a temporary utility license to complete two jobs. The two jobs were inspected and based on the work the engineer/inspector has written a letter recommending the contractor be granted an annual utility license.

A motion was made by Mr. Nunes and duly seconded by Mr. Branco to approve an annual utility license for C.S.B. Enterprises of Dartmouth, MA. So voted.

Discussion regarding tree damage – Country View

Mr. Hickox informed the Board that he received a call from a resident on Highland Avenue regarding a neighbor that cut down a public shade tree. He investigated the site and learned that indeed a tree had been cut. In turn he sent the resident a letter notifying him of the state statute relative to public shade trees. Subsequently he met with the resident. The resident apologized and explained that he was unaware of the statute and had removed the tree because it was diseased and hit by a plow, which

caused it to lean at a precarious angle. The resident also explained his actions in a letter, which was provided to the Board. Mr. Hickox said the remaining tree stump is at a 45 degree angle and the remaining trees in the immediate area show signs of disease. Mr. Hickox recommended that a tree be planted to replace the one that was removed. The Board members agreed and asked that a follow-up letter be sent to the resident that cut down the tree reiterating the state statute that requires prior permission from the Tree Warden before any public shade tree is trimmed, cut, or removed.

A motion was made by Mr. Nunes and duly seconded by Mr. Branco to plant a replacement tree at Highland Avenue. So voted.

Review National Bleach Company – Certificate of Insurance

The Director advised the Board that the successful low bidder for Sodium Hypochlorite did not produce the required certificate of insurance. The company, National Bleach Company, mailed a letter to the Bidding Aide stating that the owner is a sole proprietor and did not require Workers' Compensation insurance. Mr. Nunes disagreed and pointed out that it is a requirement for all successful bidders to produce a certificate of insurance.

Proposal for Professional Planning and Design Services for Water Meter and Fixed Network AMR Replacement Project.

The Board discussed the proposal prepared by Weston & Sampson. The Chairman asked why the proposal did not include a preliminary review of the pros and cons and cost analysis of all the alternatives prior to a focus on fixed networking. Mr. Nunes agreed and said he would like to see that as well before making a determination. Mr. Sullivan will ask the firm to add that element to the proposal and bring it back before the Board for review.

Request to utilize service pole owned by Town of Dartmouth

Mr. Hickox briefed the Board on the correspondence forwarded to him by the Executive Administrator. After reviewing the usage the Water Department has at that site, he questioned why they would need service to the Route 6 well, which will never be redeveloped. He learned that the Board of Health is using the site to store dead animals. The Chairman suggested turning over the ownership of the utility pole to Nstar. Mr. Nunes said he would also like to address the Board of Health's access to freezers at the site to store dead animals.

The Board agreed to meet again on December 1, at 7:30 a.m.

Having no further business to discuss that morning, at approximately 9:35 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: 12/1/11