

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 ITEM

A motion was made by Mr. Nunes and duly seconded by Mr. Branco to approve and accept the Meeting Minutes of March 22, 2012. So voted.

APPOINTMENT

Meeting with Mr. Victor Rodrigues, Division of Services & Infrastructure

Mr. Hickox introduced Mr. Normand Emond, Union Shop Steward and Mr. Victor Rodrigues to the Board members. The Chairman asked Mr. Rodrigues if he wished to be heard in Executive Session. Mr. Emond replied in the affirmative.

At approximately 7:35 a.m. and after a motion was made and duly seconded, the Chairman polled the Board for a roll call vote to convene into Executive Session pursuant to M.G.L. Ch. 39 Sec. 23 (3): Vice Chairman, Mark S. Nunes, yes; Clerk, Manuel Branco, yes; and the Chairman, Lee Azinheira, voted yes. The Chairman noted that the Board would return to Open Session at approximately 8:00 that morning.

At approximately 8:15 a.m. the Chairman reconvened the Open Session portion of the meeting.

OLD BUSINESS

Continued discussion on implementation of new automated recycling program: Program Information Mailing and Private Areas/Nonquitt

Mr. Hickox informed the Board that the Nonquitt area has signed with a private hauler for solid waste and recycling services.

Mr. Hickox presented the informational flyer to the Board.

A motion was made by Mr. Nunes and duly seconded by Mr. Branco to accept the mailing as presented. So voted.

Discussion regarding M. Soares Excavating Utility Layer's License

Mr. Hickox noted that M. Soares Excavating had not renewed his utility license and is not a licensed drain layer. They did not call for an inspection and the grease trap has not yet been tested. He recommended that the imposed fine be reduced to \$500 and a temporary license issued so that

Mr. Soares would have the opportunity to have the tank tested. Mr. Azinheira suggested considering reducing the fine once the tank is tested. The Board members agreed to issue you a temporary license to M. Soares Excavating and consider reducing the imposed fine once the tank is tested. They added that the tank would have to be tested within 30 days.

A motion was made by Mr. Nunes and duly seconded by Mr. Branco to issue M. Soares Excavating a temporary utility license so the installed grease tank at 734 State Road could be tested within 30 days of the issue of the license at which time the imposed fine will be reconsidered. So voted.

Equipment Purchase – Emergency Capital Account

Mr. Hickox reviewed the purchase order for the new SMART program recycling carts. He added that Ms. DeFranco and he attended a DEP meeting where the state recycling grants were reviewed. They learned that the grant cap for the cart purchases is \$150,000. Mr. Hickox also discussed the additional equipment necessary for the truck to record the cart action at every stop, including the hand-held reader. The supplemental equipment totals \$35,650.00. He asked that the Board approve the expenditure from the Solid Waste Enterprise Emergency Capital Account line item.

A motion was made by Mr. Nunes and duly seconded by Mr. Branco to approve the expenditure of \$35,650.00 for the SMART program out of the Solid Waste Emergency Capital Account. So voted.

NEW BUSINESS

Discussion regarding new Driveway Installer Permit

Mr. Hickox noted that the installer would not have the same reference requirements as a licensed utility layer license but would have the same insurance requirements.

A motion was made by Mr. Nunes and duly seconded by Mr. Branco to accept and approve the new application for sidewalks, driveways/paving installation with the same insurance and bond requirements as the licensed utility layer application. So voted.

DOT Policy – Bid Awards

The Director informed the Board that currently the Department offers it successful bidders to participate in the Town's drug and alcohol program if they themselves do not offer one. They initially adopted the policy because it was a new program and a number of bidders had not adopted their own programs. At this time the Federal program has been in place for a number of years and the Department no longer believes it is in best interest to offer this service. Mr. Hickox recommended that the Department no longer offer the service to its vendors effective July 1, 2012. The Board members agreed.

Request to transfer FY 2012 Snow & Ice Balance to Road Maintenance line item

Mr. Hickox recommended transferring the remaining snow and ice budget balance to the road maintenance line item for paving operations. He noted that the Director of Finance/Treasurer and the Finance Committee are aware and in agreement of the recommendation.

Discussion on pavement management services

Mr. Hickox informed the Board that the Department internally updates its road maintenance survey and prioritizes its work. The service would provide a more detailed inventory of the roadwork and it is rated through a technology perspective, which can prove valuable during budget planning and presenting. Mr. Azinheira added that every road is rated from 0-100. Mr. Nunes asked Mr. Hickox to gather other proposals and present it again at a future meeting. Mr. Hickox said he would keep the item under Old Business and bring the Board other proposals to review.

Bio Solid Compost Agreement

Mr. Hickox recommended that the current agreement with Agresource, Inc., be extended for an additional three years. He noted that the item is exempt from 30B and the agreement has been financially sound for the Town with Agresource, Inc.

A motion was made by Mr. Branco and duly seconded by Mr. Nunes to accept the recommendation of staff to extend the current contract for the removal and recycling of compost material by Agresource, Inc., for an additional three years. So voted.

Bid Award Recommendation – Polymer

Staff recommended awarding the bid for Polymer to the low bidder.

A motion was made by Mr. Branco and duly seconded by Mr. Nunes to accept the recommendation of the Wastewater Pollution Control Manager to award the bid for Polymer to the low bidder, Polydyne, Inc., of Riceboro, GA. So voted.

Bid Award Recommendation – Sidewalk & Roadway Improvements/Sol-E-Mar Street Project

Mr. Hickox announced that two bids were received for the sidewalk and roadway improvement project. He recommended that the project be awarded to the low bidder.

A motion was made by Mr. Branco and duly seconded by Mr. Nunes to accept the recommendation of staff and award the bid for Sidewalk and Roadway Improvements – Sol-E-Mar Project to the low bidder, Medeiros & Sons' Construction, Inc., of Dartmouth, MA. So voted.

OTHER BUSINESS

The Board agreed to meet again on May 31, 2012.

Having no further business to discuss that morning, at approximately 8:40 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: **10/18/2012**