

March 10, 2015

Present:

Lee M. Azinheira, Chairman
Manuel Branco, Clerk

Mark S. Nunes, Vice Chairman
David T. Hickox, Director

Paul Pacheco, Superintendent Services & Infrastructure
Steven Sullivan, Superintendent Water & Sewer Division

Carlos Cardoso, WPC Plant Manager

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 accept and approve the warrants for the bills payable for the period ending March 10, 2015. So voted.

A motion was made by Mr. Nunes and duly seconded by Mr. Branco to accept and approve the payrolls for the weeks ending February 14, 21, 28 & March 8, 2015. So voted.

A motion was made by Mr. Nunes and duly seconded by Mr. Branco approve and accept the meeting minutes of February 11, 2015 as amended. So voted.

NEW BUSINESS

Review Application for Licensed Utility Layer – RP Iannuccillo & Sons Construction

Mr. Hickox recommended that the Board accept the application for Licensed Utility Layer from RP Iannuccillo & Sons Construction. Mr. Nunes asked what they will be working on in Town. Mr. Hickox was unaware at this time of their planned project. Mr. Nunes noted that their insurance certificate will expire at the end of this month.

A motion was made by Mr. Nunes and duly seconded by Mr. Branco to approve the recommendation by Mr. Hickox and accept the application for Licensed Utility Layer from R. P. Iannuccillo once an updated insurance certificate is submitted. So voted.

Contract Engineering Services Vanasse & Associates – Infrastructure Improvements at Route 6 (State Road) at Route 177

Mr. Hickox briefed the Board on the upcoming intersection upgrade project at Route 6 and Route 177. As part of the Lincoln Park project, the developer is responsible for the engineering of the upgrades to the Route 6 and Route 177 intersection. The developer has retained Vanasse & Associates to design the intersection and applied for a MassWorks grant on behalf of the Town. They successfully received a grant for \$2,200,000. Mr. Hickox was assigned as the Project Manager. The project will be bid by early April 2015, awarded soon thereafter and break ground in June 2015. This contract is for the bidding

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services and construction residential engineering services. It will be paid through the grant from Massworks. Mr. Hickox recommends moving forward with the execution of this contract.

A motion was made by Mr. Nunes and duly seconded by Mr. Branco to award the engineering services contract to Vanasse & Associates for the Infrastructure Improvements at Route 6 (State Road) at Route 177 and have the contract signed by the Director of Public Works. So voted.

Review of Snow & Ice Manual

Mr. Hickox reported to the Board that this manual is a result of a conference that he and Mr. Pacheco went to. It clarifies and summarizes a lot of the snow policies for residents and staff. He also incorporated the *Emergency Snow Storm* procedures that the Town worked on last year so that it is clear what the policy is during an emergency. It will also include a large GIS map with the routes highlighted. Mr. Hickox recommended if the Board doesn't have any questions he will send it to the Select Board and Town Administrator for comments.

Mr. Nunes would like Mr. Hickox to take another look at the sidewalk bylaws. At last night's Selectboard meeting Mr. Hickox was asked to discuss the possibility of getting sidewalks within a school zone cleared. He put together an analysis for approximately 15 miles of sidewalks. From the DPW's perspective, there is not enough equipment and man power for this task. Mr. Cressman thinks that the community needs to take more responsibility. Another suggestion was that in an extreme storm, have an alternate bus route and pick up kids within the school zone. One of the Selectboard members suggested hiring a contractor and send an invoice to the homes that were shoveled by the contractor.

Mr. Nunes is not in agreement with the original bylaw. Mr. Hickox pointed out that the bylaws were referenced and added to the end of the document. Mr. Azinheira's position is that it is a DPW function to clear sidewalks within a school zone however it must be funded and staffed. He also suggested identifying the primary routes in collaboration with the School Department.

Mr. Nunes asked how many mailboxes we have hit. Mr. Pacheco responded that it was average. Mr. Hickox noted that once our office receives a request that Mr. Pacheco's crew has done a great job quickly responding.

Mr. Azinheira requested that the copies of the manual sent to the Selectboard should be marked "Draft" so that it is clear that it is still a working progress.

OLD BUSINESS

Analytical Balance Update

Mr. Hickox updated the Board that since the agenda was set, Analytical Balance has come through with the, worker's compensation of five (\$500,000), five (\$500,000), five (\$500,000). This issue has now been resolved.

EMERGENCY
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Mr. Sullivan updated the Board on the Trihalomethanes. The last samples failed on Reed Road again and will be sending a public notification as required by the State. The loop is in progress and has been difficult to flush the hydrants due to the weather conditions.

Mr. Nunes asked Mr. Pacheco to take a look at a property on Potter Street that has a crack opening in the driveway that needs to have crack sealing applied. Mr. Pacheco stated that once weather conditions improve he will address the issue.

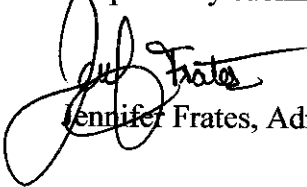
At approximately 7:59 a.m. and after a motion was made and duly seconded, the Chairman polled the Board for a roll call vote to convene into Executive Session pursuant to M.G.L. Ch. 39 Sec. 23 (3): Vice Chairman, Mark S. Nunes, yes; Clerk, Manuel Branco, yes; and the Chairman, Lee Azinheira, voted yes. The Chairman noted that the Board would return to Open Session that morning.

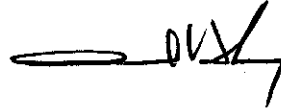
At approximately 8:17 a.m. the Chairman reconvened the Open Session portion of the meeting.

Having no further business to discuss that morning, at approximately 8:18 a.m., a motion was made by Mr. Nunes and duly seconded by Mr. Branco to adjourn the meeting. So voted.

Respectfully submitted:

Approved: as amended on Page 2


Jennifer Frates, Administrative Assistant



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