

April 9, 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

David Cressman, Town Administrator  
Greg Barnes, Director of Budget & Finance/Treasurer

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DARTMOUTH TOWN CLERK

The Chairman called the meeting to order at approximately 7:35 a.m.

**ACTION ITEMS**

**A motion was made by Mr. Branco and duly seconded by Mr. Nunes to accept and approve the warrants for the bills payable for the period ending April 9, 2015. So voted.**

**A motion was made by Mr. Branco and duly seconded by Mr. Nunes to accept and approve the payrolls for the weeks ending March 14, 21, 28 & April 4, 2015. So voted.**

**A motion was made by Mr. Branco and duly seconded by Mr. Nunes approve and accept the meeting minutes of March 10, 2015, as amended. So voted.**

**A motion was made by Mr. Branco and duly seconded by Mr. Nunes approve and accept the executive session meeting minutes of March 10, 2015, as amended. So voted.**

**NEW BUSINESS**

**Recommendation to Award – Panelli Pump Station #3**

Mr. Hickox updated the Board on the Panelli Wells project and stated that this is the final push to get the wells online. He recommended that the Town award to the apparent low bidder, Winston Builders Corp. who submitted a bid for \$969,889. He noted that the Town has worked with them before and they are very reputable.

***A motion was made by Mr. Branco and duly seconded by Mr. Nunes to award the Panelli Pump Station #3 bid to Winston Builders Corp., Westborough, MA for \$969,889. So voted.***

**Recommendation to Award – Intersection Improvements at Faunce Corner Road and Ledgewood Boulevard**

Mr. Hickox briefed the Board on this project which entails a signalized intersection at Faunce Corner Road and Ledgewood Boulevard. He noted how difficult it is for travelers to get onto Faunce Corner

Road from Ledgewood Boulevard. The project will be funded by developer funds and Chapter 90. He recommended awarding to the apparent low bidder Dagle Electrical, Woburn, MA for a total price of \$375,441.50. Mr. Nunes asked when the project is expected to start. Mr. Hickox responded that once the contract is award, supplies will be ordered and they should start as soon as possible.

***A motion was made by Mr. Nunes and duly seconded by Mr. Branco to award the Intersection Improvements at Faunce Corner Road and Ledgewood Boulevard bid to Dagle Electrical, Woburn, MA for a total price of \$375,441.50. So voted.***

### **Leonard Avenue Roadway Discontinuance & Utility Easement**

Mr. Hickox explained to the Board that this accepted way that runs behind Not Your Average Joe's restaurant had a number of homes in the past until they were purchased by the medical facility. There is one remaining home and the developer has asked to discontinue a portion of the roadway which would allow them flexibility with zoning and further development. It was brought to the Board's attention due to the water main and hydrant that are there. If the Town wishes to discontinue the road, we would want to maintain an easement.

Mr. Azinheira asked if selling it to the developer is a possibility. Mr. Hickox was unsure and noted that he only recalled the Town discontinuing paper streets. Mr. Azinheira asked Mr. Cressman if he had given any thought to selling rather than discontinuing it. Mr. Cressman responded that he is not opposed to it. He also explained the process which would be that the discontinuance would have to go before Town Meeting, then the property would be declared surplus at which time it could then be sold. Mr. Azinheira expressed that this should be explained when it goes to Town meeting. Mr. Cressman asked for the Boards support to the discontinuance and then an article can be drafted and reviewed by Town Counsel to begin the process.

***A motion was made by Mr. Nunes and duly seconded by Mr. Branco to support the action of discontinuance and that the Town sell to the developers and maintain the easement. So voted.***

### **OLD BUSINESS**

#### **Update on Highway Garage Expansion**

Mr. Hickox gave an update on the status of the highway garage. The original plan was to bring the park Department, Harbormaster, and DCTV to a central location. Weston & Sampson did a report to assess the Town's needs and costs. The current site is very tight and there is an issue of public access to the site on weekends. Internally, discussion began on the Allen Street garage, which is currently being used as storage, as an alternate site for those departments. Mr. Hickox is reevaluating the project costs and needs to centralize the maintenance for all Town Departments including the Police Department and excluding the School Department.

Mr. Nunes asked what the approximate square footage would be for the new garage. Mr. Hickox responded that he does not have an exact figure but the change is not dramatic from the initial report. A minimum of two mechanics would have to be added to the maintenance staff to accommodate the expanded vehicle maintenance effort. Also certain equipment that is stored at the Allen Street facility

has to be stored indoors so the space has to be available at the Highway Yard. A truck washing area will also be added and additional office space, locker rooms and training.

Mr. Nunes asked what funding sources would be used. Mr. Hickox replied that to date funds have been appropriated through the general fund. The money has been used for the salt shed, preliminary studies, and septic design work. Town meeting has appropriated 1,500,000 from general fund, in June an additional \$1,000,000 will be appropriated. Between June and October the project would go out to bid to determine the figure for the Fall Town Meeting.

Mr. Nunes recommended that the schools should be included and have dialogue with the school department and prepare just in case it becomes a centralized garage for all departments. Mr. Hickox will reach out to the School Department to get the information needed. Mr. Branco also recommended getting current maintenance costs from each department to compare to determine potential savings if the maintenance is centralized.

## **APPOINTMENT**

### **Meeting with Greg Barnes regarding Enterprise Fund Overhead Charges & Allen Street Facility**

Mr. Barnes stated that he is still waiting for WEF & SEF percentages for administrative costs as well as Chapter 90 construction costs.

Mr. Barnes updated the Board on the Enterprise Fund budget. In terms of the numbers, they are finalized other than the retiree health care number. In the Water Enterprise Fund the overhead charge in FY 15 was \$516,322 and in FY 16 there was an increase to \$535,784. The Sewer Enterprise Fund overhead charge in FY 15 was \$617,925 and \$631,851 for FY 16. The Solid Waste Enterprise Fund overhead charge in FY 15 was \$186,690 and \$197,065 for FY 16. He noted that the DPW continues to make good progress in workers comp claims which have gone down considerably.

Mr. Hickox requested Mr. Barnes provide a breakdown of the \$511,225 for General Administration. Mr. Hickox noted that he wanted to take a look at the allocations which were made years ago and he believed were arbitrary. Mr. Nunes would like to see more accurate percentages and felt it is a good time to revisit this issue with new select board members. Mr. Azinheira agreed in readjusting the percentages but did not believe the bottom line would really change. Mr. Barnes noted that they have taken steps to get as much of an accurate percentage as possible to be fair.

Mr. Hickox asked how the town would transfer the Allen Street property to become general fund use. Mr. Barnes responded that there have been financial transactions for the transfer of property from non-enterprise to an enterprise and vice versa in the past. The Town does have a number of properties that would be valuable to the water department and Mr. Barnes suggested potentially conducting a swap. Mr. Azinheira felt that the DPW should maintain control of the Allen Street property. Mr. Cressman suggested dividing the property instead rather than a reoccurring fee or rent.

Mr. Azinheira opened the floor to any old business. Mr. Hickox notified the Board that at the last meeting on March 10, 2015 the Board awarded the engineering services contract to Vanasse & Associates for the Infrastructure Improvements at Route 6 (State Road) at Route 177 and had the contract signed by the Director of Public Works. David Cressman was the one authorized to sign on behalf of the Town so he was the one who signed this contract. There was a delay in the project by Vanasse and Associates and they will not have the project ready to bid until July or August. Meanwhile Massworks approved \$1,030,000 for this fiscal year and if it isn't spent by June 30<sup>th</sup> it will be lost. The plan is to buy all of the supplies and expend as much of that money as possible before that date.

Mr. Hickox also informed the Board that on April 27, 2015, the students from Northeastern University will be presenting their Capstone project at the Selectboard meeting. Mr. Cressman did suggest that David Hickox may want to have an idea when this project will begin since that may be brought up at the meeting. Mr. Hickox stated that once the design is complete then they will look for the funds. Mr. Nunes agreed and suggested that it be mentioned early on that this project is not funded.


**Executive Session pursuant to MGL Ch. 39 Section 23B – Director's Contract Negotiations**

Mr. Azinheira asked if any changes had been made to the contract since the discussion at the last meeting. Mr. Hickox replied there were none and Mr. Azinheira then decided to not call Executive Session and instead entertain a motion.

*A motion was made by Mr. Nunes and duly seconded by Mr. Branco to approve the Director's Contract as discussed in the March 10, 2015, Executive Session. So voted.*

**Having no further business to discuss that morning, at approximately 8:50 a.m., a motion was made by Mr. Nunes and duly seconded by Mr. Branco to adjourn the meeting. So voted.**

Respectfully submitted:

  
Jennifer Frates, Administrative Assistant

Approved:

 5/14/15