

Present:

Mark S. Nunes, Chairman
*Manuel Branco, Clerk

Lee M. Azinheira, Vice Chairman
David T. Hickox, Director

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

*Mr. Branco was absent due to a previously scheduled vacation.

The Chairman called the meeting to order at approximately 7:30 a.m.

ACTION ITEMS

After a motion was made by Mr. Azinheira and duly seconded by Mr. Nunes, it was voted two (2) in favor and one (1) absent (Mr. Branco) to approve and accept the warrants for the bills payable for the period ending November 3, 2009.

After a motion was made by Mr. Azinheira and duly seconded by Mr. Nunes, it was voted two (2) in favor and one (1) absent (Mr. Branco) to approve and accept the payrolls for the weeks ending October 23, and 30, 2009.

OLD BUSINESS

Discussion regarding request to grind Elm tree stump on Russells Mills Road

Mr. Nunes and Mr. Azinheira agreed that the item be postponed until Mr. Branco could be present for the discussion.

Ongoing discussion regarding insurance limits for licensed utility layers.

The Chairman commented that he would like Mr. Branco to be present for the discussion and asked that any action be postponed until that time. In the meantime, the Chairman asked that an updated comparison on insurance limits be obtained.

NEW BUSINESS

Tree Warden's letter of resignation

Mr. Azinheria noted that he is the tree warden in Mansfield and suggested that Mr. Hickox as the Director assume the duties of tree warden. Mr. Azinheira suggested that the Town's annual bid for tree services include the cost of arborist. At the request of the Board, Mr. Hickox accepted the role of tree warden. Mr. Hickox informed the Board that he would commence revising the Associate Engineer/Inspector job descriptions in order to appoint deputy tree wardens to assist him with his new charge.

**Renewal application for Sewer Betterment Assessment Deferral
162 Hathaway Road/Plat 185 Lot 27**

After a motion was made by Mr. Azinheira and duly seconded by Mr. Nunes, it was voted two (2) in favor and one (1) absent (Mr. Branco) to table the item until documentation was submitted with the application.

Discussion regarding joining MaWARN

Mr. Hickox informed the Board that the Department is in the process of updating the water emergency response plan, which has a number of new requirements and formats that need to be incorporated. One recommendation is that communities join MaWARN, which is open to all public water and wastewater system operating within the commonwealth. He outlined the benefits of joining MaWARN. Mr. Sullivan added it is a type of mutual aid tailored specifically for water and wastewater agencies. Mr. Hickox noted the communities that are currently members and added that if the Board agrees that the Department will participate he would contact some of the local communities that are not yet members to encourage their participation. The Board members agreed with the concept but wanted more information before committing. The Board asked the Director to contact surrounding communities that are currently members.

Dennis Trucking & Construction's request for extension of temporary (six-month) utility layer license.

Mr. Hickox reminded the Board that they had approved a temporary utility layer license for the applicant because there was not the required number of references from other communities filed with the application. The six-month period has expired and the applicant is seeking an extension. Mr. Hickox recommended that the Board grant approval for one job following a review before extending the temporary license.

After a motion was made by Mr. Azinheira and duly seconded by Mr. Nunes, it was voted two (2) in favor and one (1) absent (Mr. Branco) to grant approval to Dennis Trucking & Construction to perform one job and once the work is inspected and reviewed a reevaluation to extend the temporary license will be considered.

Recommendation to award bid for Biofilter Media Removal and Replacement.

Mr. Cardoso recommended that the bid be awarded to the sole bidder.

Based on the recommendation of staff and after a motion was made by Mr. Azinheira and duly seconded by Mr. Nunes, it was voted two (2) in favor and one (1) absent (Mr. Branco) to award the bid for Biofilter Media Removal and Replacement to Henry J. Ceppetelli Co., Inc. for the amount of \$66,000.00.

SIGNATURE DOCUMENT

Mr. Nunes and Mr. Azinheira signed the following signature document: *Contract/Waterways Public Access Project at Clark's Cove in the Town of Dartmouth*

OTHER BUSINESS

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

Mr. Nunes referenced the bid opening information for Dartmouth Street and asked about the work the low bidder has performed for the Town in the past.

The Board agreed to meet again on November 24, 2009, at 7:30 a.m.

Having no further business to discuss that morning, at approximately 8:10 a.m. a motion was made by Mr. Azinheira and duly seconded by Mr. Nunes to adjourn the meeting. So voted.

Respectfully submitted:

Michelle L. DeFranco, Office Manager/Confidential Secretary

Approved: _____