

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. Pacheco was absent due to a prescheduled vacation.

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

ACTION ITEMS

A motion was made by Mr. Branco and duly seconded by Mr. Nunes to approve and accept the warrants for the bills payable for the period ending August 14, 2012. So voted.

A motion was made by Mr. Branco and duly seconded by Mr. Nunes to approve and accept the payrolls for the weeks ending July 27, August 3, and 10, 2012. So voted.

REORGANIZATION OF THE BOARD OF PUBLIC WORKS

A motion was made by Mr. Branco and duly seconded by Mr. Azinheira to appoint Mr. Nunes as Chairman of the Board of Public Works. So voted.

A motion was made by Mr. Nunes and duly seconded by Mr. Branco to appoint Mr. Azinheira as Vice Chairman of the Board of Public Works. So voted.

A motion was made by Mr. Azinheira and duly seconded by Mr. Nunes to appoint Mr. Branco as Clerk of the Board of Public Works. So voted.

OLD BUSINESS

Discussion regarding water service/meter fees and residential sprinklers

The Board members reviewed the proposed fee schedule revisions for water services and residential sprinklers.

A motion was made by Mr. Branco and duly seconded by Mr. Azinheira to accept the recommendation of the Director of Public Works to change the policy for non-residential water services to be based on meter size rather and service size. So voted.

Discussion on pavement management services

The Board reviewed the proposal for pavement management services prepared and submitted by Vanasse Hangen Brustlin, Inc. Although all members agreed that having a computer based pavement system in place, gathering additional proposals would be in order.

Update on SMART program

Mr. Hickox briefly reviewed the status of the new automated recycling program that commenced on August 6.

Request for SMART services 338 Elm Street & 430 Potomska Road

Ms. DeFranco informed the Board that she received requests from two mixed use residences that wished to join the SMART program. The Board agreed to accept the two addresses, which have residential apartments into the program.

Recommendation for bid award – Construction of Concrete Sidewalks – Elm Street

A motion was made by Mr. Azinheira and duly seconded by Mr. Branco to award the contract for the construction of concrete sidewalks – Elm Street to the low bidder, M.R. Pavao Contractor, Inc. So voted.

OTHER BUSINESS

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

Mr. Hickox brought it to the Boards' attention that Mr. Barry Woods is newly retired and would like to discuss with him the maintenance position in the water and sewer division that has been advertised for over a year. He added that the electrical mechanical position in the water pollution control divisions has also not been filled.

The Chairman noted that the median at Russells Mills Road and Slocum Road had a great deal of tall weeds and needed attention.

Having no further business to discuss in Open Session, at approximately 8:20 a.m., a motion was made by Mr. Azinheira and duly seconded by Mr. Branco to adjourn the Open Session meeting. So voted.

At approximately 8:20 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): Clerk Manuel Branco, yes; Vice Chairman Mark Nunes, voted yes; and the Chairman Lee Azinheira, voted yes. The Chairman noted that the purpose of the Executive Session was to discuss personnel issues and the Board would not return to Open Session that morning.

Respectfully submitted:
Michelle L. DeFranco, Administrative Assistant

Approved: 11/08/12