

**DARTMOUTH**



**MASSACHUSETTS**

**DEPARTMENT OF PUBLIC WORKS**

**BOARD OF PUBLIC WORKS**

Director  
David T. Hickox, P.E.

Lee M. Azinheira, P.E.  
Manuel Branco  
Mark S. Nunes

**BOARD OF PUBLIC WORKS  
MEETING MINUTES**

**AUGUST 1, 2013**

Department of Public Works Conference Room  
759 Russells Mills Road  
Dartmouth, MA 02748

DARTMOUTH TOWN CLERK

2013 SEP 27 A 8:25

RECEIVED

**Town of Dartmouth Board of Public Works  
Agenda Document Listing**

**Meeting Date:** August 1, 2013

**NEW BUSINESS**

- Correspondence from David T. Hickox, P.E. regarding bid recommendation for stone seal.
- Correspondence from Tighe & Bond regarding GIS Needs Assessment.
- Application for licensed utility layer – Sherry Construction Corp., of Swansea, MA.
- Correspondence from AECOM regarding professional services agreement – Panelli Wellfield and Pump Station – REVISED.

**Present:**

Lee M. Azinheira, Chairman  
Manuel Branco, Clerk

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

Carlos Cardoso, WPC Plant Manager  
Paul Pacheco, Superintendent Services & Infrastructure

Steven Sullivan, Superintendent Water & Sewer Division

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 approve and accept the warrants for the bills payable for the period ending August 1, 2013. So voted.**

**A motion was made by Mr. Nunes and duly seconded by Mr. Branco to approve and accept the payrolls for the weeks ending July 5, 12, 19, and 26, 2013. So voted.**

**A motion was made by Mr. Nunes and duly seconded by Mr. Branco to approve and accept the Meeting Minutes of May 23, 2013. So voted.**

**A motion was made by Mr. Nunes and duly seconded by Mr. Branco to approve and accept the Meeting Minutes of June 12, 2013. So voted.**

**A motion was made by Mr. Nunes and duly seconded by Mr. Branco to approve and accept the Meeting Minutes of July 1, 2013. So voted.**

**OLD BUSINESS**

**Review and rescind stone seal and double stone annual bid award / Allstate Asphalt, Inc., and award to Comer Contracting, Inc.**

The Chairman noted that the rubber chip seal has a longer service life.

**A motion was made by Mr. Nunes and duly seconded by Mr. Branco to accept the recommendation of staff and award the bid for Stone Seal items #1 and #2 to Comer Contracting, Inc., of Farmington, CT and Item #3 to All State Asphalt, Inc., of Sunderland, MA. So voted.**

**Update on GIS Implementation**

Mr. Hickox informed the Board that he met with Mr. Cressman and Mr. O'Reilly on the item. Mr. Hickox said he believes it is important to have the needs assessment conducted first in order to learn all of the costs associated with the GIS project. Mr. Nunes asked how the assessment would be funded. Mr. Hickox replied that the largest entity users will be the water and sewer division and past discussions have been a 40/60 split, 60% Water/Sewer Enterprise and 40% General Fund.

### **Continued discussion on sidewalk snow removal**

Mr. Hickox reported that the preliminary discussion plan is to clear at least a quarter mile of sidewalk in school zones. He had hoped for more to report but a recent group meeting on the topic was canceled. He will add it back to the agenda for discussion once the group meets again.

### **Continued discussion of Department of Public Works Vacant Positions**

**Senior Engineer**

**Chief Water Operator**

Mr. Hickox briefed the Board on the status on the Senior Engineer position, which there are three prospective candidates for at this time. A brief discussion on the issue of having a Town Engineer /Assistant Director ensued. Mr. Hickox also briefed the Board on the status of the Chief Water Operator position.

### **NEW BUSINESS**

#### **Discussion regarding clerical position in Division of Services & Infrastructure**

Mr. Hickox informed the Board that he met with Mr. Pacheco and Mr. Pinheiro on the item and his recommendation is to hire a laborer rather than fill the clerical position. He added that he believed it is more efficient to have the clerical support based at the central office. Mr. Pacheco voiced that a driver would be a more valuable position than a laborer. The Board members agreed.

#### **Application for Licensed Utility Layer – Sherry Construction Corp. of Swansea, MA**

**A motion was made by Mr. Nunes and duly seconded by Mr. Branco to approve the application for a licensed utility layer submitted by Sherry Construction Corp. of Swansea, MA. So voted.**

#### **Contract for Engineering Services – Panelli Wells/AECOM**

Mr. Hickox outlined the contract agreement.

**A motion was made by Mr. Nunes and duly seconded by Mr. Branco to approve the professional services agreement between the Town of Dartmouth and AECOM for the Panelli Wellfield and Pump Station not to exceed the lump sum of \$268,500 and the time-charge plus expenses services and in the total amount of \$51,000, without prior approval. So voted.**

### **SIGNATURE DOCUMENT**

#### **Department of Environmental Protection Clean Water State Revolving Fund Program Project Regulatory Agreement**

**A motion was made by Mr. Branco and duly seconded by Mr. Nunes to sign the agreement between the Department of Public Works and Department of Environmental Protection Clean Water State revolving Fund Program Project Regulatory Agreement. So voted.**

**OTHER BUSINESS**

The Chairman asked those present if they wished to discuss any other business that morning. Hearing none, he asked for a motion to close the meeting.

**A motion was made by Mr. Nunes and duly seconded by Mr. Branco to adjourn the meeting. So voted.**

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:

Approved:



Michelle L. DeFranco, Administrative Assistant

9/24/13



