

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 Vice 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 May 1, 2014. 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 April 11, 18, and 25, 2014. So voted.

A motion was made by Mr. Branco and duly seconded by Mr. Nunes to approve and accept the meeting minutes of April 10, 2014. So voted.

NEW BUSINESS

Review of CIP Recommended Appropriations for June Annual Town Meeting

Mr. Hickox updated the Board on the on the CIP and the recommended appropriations for the June Town Meeting. Primarily, in the June Town Meeting appropriations will be made for the enterprise funds with the exception of the Highway Garage project.

Mr. Hickox also informed the board that a contract is currently being drafted with ABC Disposal to process our comingled materials at a rate of \$25.00 per ton. His intention is to then enter into a contract with Frade's to process the paper and cardboard materials. The revenue generated for the paper and cardboard materials will offset the costs to ABC.

NPDES Permit – Action Plan

Mr. Hickox informed the board that he has been working with Mike O'Reilly on the new storm water permit. In 2003, Mr. Hickox put together a plan for the Town that met all of the state requirements. Every year an annual report has to be submitted stating what was planned and what was accomplished in that year. The permit has not been renewed since 2008.

Tighe & Bond has submitted a proposal to assist the Town in meeting the requirements of the National Pollutant Discharge Elimination System (NPDES) permit. Mr. Hickox's recommendation is to hire Tighe & Bond to do the initial review.

A motion was made by Mr. Branco and duly seconded by Mr. Nunes to accept the professional engineering services proposal with Tighe & Bond for the purpose of assisting the Town with the NPDES requirements for \$9,750.00. So voted.

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PORTSMOUTH TOWN CLERK

Review of the FY 2015 Enterprise Fund(s) Overhead Charges

Mr. Hickox reviewed the enterprise accounts' overhead calculation information with the Board for FY 2015. Copies of the FY 2014 overhead calculations were provided for comparison.

Highway Department Phases I & Phase II -- Annual Invitation to Bid

Mr. Hickox informed the board that last year in the annual Invitation for Bids, an option was included to renew its annual material and roadwork contracts. Mr. Pacheco recommended renewing the FY 2014 bids with the exception of the street line painting which will be advertised to bid and rock salt and propane which are purchased through a state contract. He recommended going out to bid for the street line painting because he was not pleased with the vendor's performance.

A motion was made by Mr. Branco and duly seconded by Mr. Nunes to accept Mr. Pacheco's recommendation and renew the FY 14 bids, go out to bid for the Street Line Painting and purchase Rock Salt and Propane off of the State contract.

Discussion on Replacement of Long Term Worker's Compensation Employees

Mr. Hickox reported that the Town has submitted involuntary disability paperwork for two employees. Unfortunately, the process has taken a long time and those positions need to be filled as soon as possible. The Board agreed to attempt to replace at least one position.

There was then discussion on how long the hiring process currently takes. Since centralizing the human resource functions, everything has slowed down.

Application for Abatement of Betterment Tax – 450 Reed Road

Mr. Hickox informed the Board that years ago a gravity sewer was put in this road and at the end of the line transitioned to low pressure because the gravity was very shallow. Betterments went out and some people paid the gravity while others who had the low pressure received an abatement of \$4,000 because they had to purchase a pump. One lot that is in a shallow end was assessed as a gravity lot but it should have been a low pressure lot. There was a fire and significant damage done to the house. When the contractors requested to tie in, it was then discovered that the service was very shallow. The owners now have to buy a pump which would qualify them to receive this abatement. Recommendation made by Mr. Hickox to accept the abatement.

Motion made by Mr. Branco and duly seconded by Mr. Nunes to accept the abatement of betterment tax on 450 Reed Road. So voted.

Old Business

In the FYI packet to the Board there was correspondence to NSTAR on the planned street resurfacing or reconstruction projects within their service area. Mr. Nunes expressed concern about the Bliss Corner area. He feels the roads are breaking apart and need to be repaired as soon as possible. Mr. Hickox noted that there was a CIP request for \$1,000,000 for road maintenance however, the Finance Committee recommended only \$500,000. In October 2013, Mr. Hickox presented to the Select Board how much it cost to keep our roads in good condition and the consensus was that a minimum of \$2.35 million was needed. The Town will receive \$1.1 million from Chapter 90 funds. This leaves the Town about \$900,000 short of what is needed to keep the roads in good condition. Mr. Hickox recommended that the Board send a letter that the Town should consider a bond for the remaining funds needed.


Mr. Hickox received a request to tie into the water on Chase Road. He wanted to confirm that it was still the policy that the Town cannot deny a request to tie in even though that road was cold planed last

year. Mr. Branco stated that this was a decision that came from Town Counsel; if someone builds a house a request to tie into the water cannot be denied.

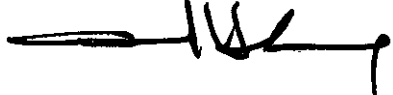
Mr. Hickox informed the Board that the roof replacement on Mr. Cardoso's building is almost complete and soon they will begin on the Department of Public Works Administrative building. In order to keep the roof protected from being damaged in a hurricane, the roof will be drilled into concrete. The concern is that it is very disruptive. Scheduling changes may have to occur.

Having no further business to discuss that morning, at approximately 8:35 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:

 5/22/14