



Fairhaven Board of Selectmen

June 17, 2013 Meeting Minutes

Present: Chairman Charles Murphy, Vice Chairman Robert Espindola, Clerk Geoffrey Haworth, Executive Secretary Jeffrey Osuch, and Administrative Assistant Anne Kakley. Also present: Wendy Graves.

Chairman Charles Murphy called the meeting to order in the West Island Community Center at 6:05 p.m. The meeting was videotaped by Government Access.

CONDOLENCES

Chairman Murphy opened the meeting up by recognizing the passing of two Town residents: Victor Oliveira and Jacob Benoit. Mr. Murphy cited Mr. Oliveira's "countless hours of volunteerism" and years of Town service. A moment of silence was held for Mr. Oliveira and Mr. Benoit.

ELECTION

Mr. Murphy announced that a judge had ruled that day that there needs to be another election on the Board of Health race. He said that the Board has not spoken to Town Counsel yet, but that the Board would have to conduct an emergency meeting. It was decided that the Board of Selectmen would meet to discuss the election at a special meeting on June 24, at the Town Hall at 5:30 p.m.

MINUTES

- Mr. Espindola motioned to approve the minutes of the **June 3, 2013** meeting, **open** session. Mr. Haworth seconded. Motion passed. (3-0).
- Mr. Espindola motioned to approve the minutes of the **June 3, 2013** meeting, **executive** session. Mr. Haworth seconded. Motion passed. (3-0).
- Mr. Espindola motioned to approve the minutes of the **June 4, 2013** meeting, **open** session. Mr. Haworth seconded. Motion passed. (3-0).
- Mr. Espindola motioned to approve the minutes of the **June 4, 2013** meeting, **executive** session. Mr. Haworth seconded. Motion passed. (3-0).
- Mr. Espindola motioned to approve the minutes of the **June 6, 2013** meeting, **open** session. Mr. Haworth seconded. Motion passed. (3-0).
- Mr. Espindola motioned to approve the minutes of the **June 6, 2013** meeting, **executive** session. Mr. Haworth seconded. Motion passed. (3-0).

EXECUTIVE SECRETARY'S REPORT

In his report, Mr. Osuch updated the Selectmen on the following meetings:

- Tuesday, **June 18** –
 - 8:30 to 10:30 – NSTAR meeting in Plymouth
 - 1:00 p.m. – Wood School Job Meeting
 - 3:30 p.m. – Fire Union Negotiations
- Wednesday, **June 19** –
 - 10:00 a.m. – Meeting with John Beauregard re: FY14 Town Insurance
 - 12:00 p.m. – Stop loss bid opening
- Thursday, **June 20** –
 - 7:30 to 9:00 a.m. – Forum at the Coalition Office
- Monday, **June 24** –
 - 8:30 a.m. – Retirement Board meeting
 - 4:00 p.m. – Police Negotiations
- Wednesday, **June 26** –
 - 10:00 a.m. – Wood School Job Meeting
- Thursday, **June 27** –
 - 9:00 a.m. – BBAC – Wareham
 - 7:00 p.m. – Finance Committee meeting

CLERICAL UNION

Mr. Osuch said that the Town had a finalized Clerical Union contract. The contract can be drafted and provided to the Finance Committee, but cannot be signed until it has been ratified at Town Meeting in the fall.

KING TIDE

Mr. Osuch reminded residents that the upcoming weekend would bring a “king tide”, which is the highest tide of the year.

AGENDA AND MINUTES REMINDER

Mr. Osuch asked the Board to consider sending out a memo to Town departments reminding employees to upload agendas and minutes to the website. He said that not all departments were filing agendas and minutes online like they are supposed to. Mr. Espindola motioned to write a memo to the boards and committees, reminding them to comply and post their meetings and agendas with the Town Clerk and online. Mr. Haworth seconded. Vote was unanimous. (3-0).

FINANCE COMMITTEE APPOINTMENT

Mr. Murphy announced that the Chairman of the Board of Selectmen and the Chairman of the Finance Committee made an appointment at a posted meeting at 5:55 p.m. that evening for an at-large member of the Finance Committee. The only applicant for the seat was Lisa Plante. Ms. Plante was duly appointed.

SPECIAL STATE ELECTION WARRANT

The Board reviewed a warrant for the June 25, 2013 Special State Election. Mr. Espindola motioned to sign the warrant. Mr. Haworth seconded. Vote was unanimous. (3-0).

FEDERAL EXCESS PROPERTY AND DOD EXCESS

The Board reviewed “Cooperative Agreements for the Federal Excess Property and DOD Excess” programs for the Fire Department. Mr. Espindola motioned to approve and sign the documents. Mr. Haworth seconded. Vote was unanimous. (3-0).

CONCOM REQUEST – TOWN COUNSEL

The Board read a request from Conservation Commission Chairman Joseph Taylor to use one hour of Town Counsel. Mr. Espindola motioned to approve the request. Mr. Haworth seconded. Vote was unanimous. (3-0).

ASSISTANT ASSESSOR INTERVIEW – SCOTT FAHLE

At 6:20 p.m., the Board met with Scott Fahle, candidate for Assistant Assessor. The Chairman invited Mr. Fahle to tell the public about himself. Mr. Fahle said that he lives in Dennis, and was the Assessor in Dennis for 20 years.

Mr. Haworth asked Mr. Fahle what set him apart from other candidates. Mr. Fahle answered that Fairhaven is a water-influenced community, with waterfronts that vary in quality and desirability. He said that Dennis, MA, had the same scenario, and it impacts the process of determining property value. Mr. Fahle said that he would come with knowledge and experience in assessing properties in a coastal town.

Finance Director Wendy Graves asked Mr. Fahle if he had experience with tax recap. Mr. Fahle said that he had six years of experience working on tax recap.

Mr. Osuch asked Mr. Fahle if he had read the job description and if he had any problems with the duties outlined. Mr. Fahle said that he had read the description and did not take issue with any of the duties. He said the job was similar to what he did in Dennis. He said that he enjoyed field work and “diversity” in a job. He said that he did not like to be “stuck behind a desk all day”.

Mr. Osuch asked about salary range. Mr. Fahle indicated that he would accept within the salary range.

Mr. Haworth clarified that the position would not come with a Town vehicle. Mr. Fahle said that he was aware of that fact and would be agreeable to the arrangement of mileage and gas reimbursement for his personal vehicle.

On the topic of salary, Mr. Fahle asked about other benefits. Mr. Osuch answered that the position would receive all the benefits offered to non-union employees, with a six-month probationary period before sick time could be used, and two weeks vacation being available after one year. Mr. Osuch also discussed health insurance and said that Mr. Fahle could receive a packet on all the benefits.

Mr. Osuch asked when Mr. Fahle would be able to start. Mr. Fahle said that he would like to give his current employer two weeks notice.

Mr. Murphy said that other communities hire Assessors at higher rates of pay. He asked why Mr. Fahle was interested in the Fairhaven position. Mr. Fahle said that he became familiar with Fairhaven when he attended SMU and liked the Town. He said that he thought he would thrive in Fairhaven.

Ms. Graves asked Mr. Fahle why he voluntarily left an Assessor position of 20 years in Dennis. Mr. Fahle answered that he did not enjoy living and working in the same Town. He said he had a difficult time separating his personal and professional life while working for the Town of Dennis.

The Board thanked Mr. Fahle for coming in for the interview. Mr. Fahle left the meeting.

While the Board waited for the next appointment, Mr. Osuch indicated that the Board should appoint a liaison for negotiating salary and benefits with whichever candidate is selected.

ASSISTANT ASSESSOR CANDIDATE – DELFINO GARCIA

At 6:31 p.m., the Board met with Delfino Garcia, candidate for the Assistant Assessor position.

Mr. Garcia was invited to speak about himself. Mr. Garcia said that he is currently a business manager for an insurance firm, based out of Rhode Island and Massachusetts. He manages two offices and has eight adjusters under his supervision. He oversees claims, adjustments, property claims, etc. He assesses property damage in MA and RI. He has been in this position for six years. Prior to that, Mr. Garcia worked for CNA Insurance Company doing investigative insurance work. Mr. Garcia said that he had experience with title searches as well as experience researching at the Registry of Deeds.

Mr. Espindola noted that Mr. Garcia was on the Fairhaven Board of Assessors before. He said that his understanding is that assessing and appraising are different tasks. He asked how Mr. Garcia's background would make him a good candidate for assessing. Mr. Garcia confirmed that he was on the Board of Assessors and worked with Jeanne Reedy. He said that he understands the basic principal of figuring out what is realistic in a saleable market.

Mr. Haworth asked Mr. Garcia what he would bring to the job that another candidate would not bring. Mr. Garcia said that he had a lot of experience. He handles all the legal aspects of his company and conducts investigations. He cited a good work ethic and the ability to multi-task. He said that he could complete every aspect of the job.

Ms. Graves asked Mr. Garcia if he had any experience with tax recap. Mr. Garcia replied that he was “familiar with it in principle”.

Mr. Osuch asked if he had read the job description and was agreeable to the tasks outlined. Mr. Garcia indicated that he read the description and was fine with all the tasks. Mr. Osuch asked about the advertised salary range. Mr. Garcia said that he would accept a salary within that range.

Mr. Osuch asked Mr. Garcia what kind of notice he would have to give his employer. Mr. Garcia said that he would ideally give two weeks, but could give one week if necessary.

Mr. Murphy said that there are other municipalities that pay more for an Assessor position. He asked Mr. Garcia why he was interested in the Fairhaven Assistant Assessor position. Mr. Garcia answered that his current job entails a lot of travel time, and that as a Fairhaven resident, he would enjoy the opportunity to work close to home.

The Board thanked Mr. Garcia for coming in for an interview. Mr. Garcia left the meeting.

ASSESSOR DELIBERATION

Mr. Osuch said that CORI checks were run on both Mr. Fahle and Mr. Garcia. Results were shared with the Board prior to the meeting. Additionally, Mr. Osuch called the references on each candidate. Mr. Fahle’s three references all spoke highly of Mr. Fahle. Two references for Mr. Garcia spoke highly of his work ethic and ability to supervise personnel.

Mr. Murphy asked the Board if it wished to deliberate on the Assistant Assessor position. The Board answered in the affirmative and deliberation began.

Mr. Espindola said that both candidates had strong qualities. He said he would be comfortable making a selection that evening.

Mr. Haworth noted that Mr. Fahle had more municipal experience but he said that he was uncomfortable with how Mr. Fahle left his longtime position in Dennis, MA. He said that he thought Mr. Garcia was more of a dedicated type of person.

Mr. Murphy said that the Board had two good candidates from which they could select. He thought that the position should go to the candidate with the most “technical experience”. He noted that Mr. Garcia was on the Board of Assessors for 18 years. He said that he thought Mr. Garcia would be a dedicated employee.

Mr. Espindola said that he had spent some time with the Board of Assessors and had an understanding of what kind of employee the Assessors needed. He said that whomever is selected must be able to “hit the ground running”.

Ms. Graves said that she thought that they were both good candidates. She said that she thought experience out in the field, like Mr. Fahle had, outweighed experience on the Board of Assessors, like Mr. Garcia had.

Mr. Osuch said that the Town was entering a revaluation year. He said that Mr. Fahle had experience in the day-to-day operations of an Assessors’ Office and Mr. Garcia had experience on the Board of Assessors. Mr. Osuch said that he thought Mr. Fahle had more technical experience and for that reason, he thought he was the better candidate for the position.

Mr. Espindola motioned to appoint Scott Fahle to the position of Assistant Assessor.

Mr. Haworth said that he had favored Mr. Fahle until the final interview. He was concerned about Mr. Fahle’s dislike of living and working in the same community. Mr. Haworth said that he thought it might be indicative of Mr. Fahle’s ability to work with the public.

There was no second to Mr. Espindola’s motion to appoint Mr. Fahle and the motion failed.

Mr. Haworth motioned to appoint Mr. Garcia to the position of Assistant Assessor. Mr. Murphy seconded. Vote carried 2-1, with Mr. Espindola voting in the negative.

NSTAR RIGHT-OF-WAY CUTTING

The Board met with Dennis Galvam, Manager of Community Relations and Development and Bill Hayes, Senior Arborist, both of NSTAR, at 6:51 p.m. Mr. Galvam and Mr. Hayes were present to discuss planned cutting along the 100-foot wide NSTAR easement, running through Fairhaven.

Mr. Galvam started the discussion by saying that NSTAR is seeing more storms come through the area, with increasing intensity. As such, the company is trying to improve access to its infrastructure through cutting mature trees and growth along its rights-of-way. Mr. Galvam handed the discussion over to Mr. Hayes to discuss more about the planned cutting.

Mr. Hayes said that the right-of-way through Fairhaven, which runs behind Walmart, behind K-Mart and along the Bike Path, is critical to multiple communities. He said that the Town and abutters were properly notified of the scheduled cutting earlier in the year. He said that NSTAR received two resident concerns: one from Riccardi’s Restaurant and one from the residents of Harbor Mist Condominiums. He said that NSTAR has met with Riccardi’s and explained to them that the locust trees would not be compatible with their growth control plan. He said that they are planning to meet with the Harbor Mist representatives on June 19. He said that he would emphasize to abutters the vegetation that may remain, instead of focusing on the vegetation that needs to be removed. He said that any tree with a mature height of 15 feet or lower would remain. He said that the willow, maple and oak trees would be removed, but the

cherry trees and arborvitae would be left alone, as long as there are plans to move them to another location.

Mr. Murphy asked if there were plans to replace any of the trees removed. Mr. Hayes indicated that there were no plans to replace trees, but that NSTAR would grind the stumps and then loam and seed in lawn areas.

Mr. Espindola asked if all of the trees within the tagged tree line would be removed. Mr. Hayes said that the tagged trees indicated the easement edge, and that anything “compatible” (like dogwoods) within that swath would remain – the rest (like poplars) would be removed.

Mr. Haworth asked Mr. Hayes approximately how many trees would be removed. Mr. Hayes could not estimate. Mr. Haworth asked how many miles long the easement was. Mr. Hayes estimated 2.5 miles long. Mr. Haworth asked if they had met with the Conservation Commission regarding wetlands within the easement. Mr. Hayes said that they had not met with ConCom and would not. He said that several state regulators had given them conditional exemption. Area ConComs had been notified late last year, he said.

Mr. Haworth asked to see a copy of the exemptions. Mr. Hayes said that the exemptions were filed with the State. Mr. Haworth asked what kinds of equipment would be used in the project. Mr. Hayes said that they would use “skitter buckets” and chippers. He said no brush would be left behind. Mr. Haworth asked if the equipment would be run over the Bike Path or otherwise disrupt use of the Bike Path. Mr. Hayes said no, it would not close or otherwise disrupt the Bike Path.

Mr. Osuch said that NSTAR does have the right, as easement holders, to do the work. He said that he thought NSTAR would be returning every few years to maintain the work.

Mr. Espindola thanked the NSTAR representatives for attending the meeting. He said that it sounded like there had been some misconceptions about the plans and he was pleased that there would be plans to clean and beautify the area.

The Board thanked Mr. Galvam and Mr. Hayes for attending. Mr. Galvam said that he would follow up with Mr. Osuch at a later date.

EMERGENCY PREPAREDNESS MEETING

At 7:11 p.m., the Board met with department heads to discuss the 2013 Emergency Preparedness Plan.

BPW Superintendent Vincent Furtado explained the changes made to the Public Works section of the plan. Highway Superintendent John Charbonneau said that all of the Highway equipment has been checked and is on standby. He noted that the Town has not had a major storm in quite some time. When it does have a bad storm there will be “major consequences”, he said.

Water Department Superintendent Ed Fortin was not present. Mr. Furtado discussed the Emergency Plan related to closing water along Scoticut Neck during a hurricane.

Sewer Department Superintendent Linda Schick was not present. Mr. Furtado discussed the Emergency Plan related to sewer, and said that they would make sure that standby generators were ready to operate in a storm.

Mr. Murphy asked Mr. Furtado how the BPW would communicate the water shut-off to residents. Mr. Furtado said that he does a reverse 911 and would call WBSM. In the last storm event, he said that he provided to residents a timeline by which the water would likely return.

An unidentified member of the public asked Mr. Furtado why the Town has to turn off the water during a storm event. He cited an increasing occurrence of water shut-off to West Island. Mr. Furtado explained that if sea water entered the lines in a bad storm, the water would be shut off for days as opposed to hours. He said that the Town was not shutting off the water to inconvenience the residents. All low-lying areas, not just West Island, have their water shut off, said Mr. Furtado.

Another unidentified member of the public said that she did not have a local number, so reverse 911 did not work for her. Chief Timothy Francis said that any phone number can be added through the Plymouth County Sheriff's Office – he said a resident could call the Fire Department and get the information they need to sign up.

Discussion ensued regarding the need for water in the event of a West Island fire during a storm. Mr. Osuch said that the hurricane plan advises West Island residents to leave the island. "It's not the intention of the Town of Fairhaven to provide water and sewer to the Island in a hurricane," said Mr. Osuch. He said that shelters would be made available to Island residents. He said that regardless of water being shut off, Police and Fire will not, and cannot, access the Island in a hurricane. He said that the causeway would be completely submerged. "There is a misconception on this Island that you will be able to remain and survive," said Mr. Osuch.

Discussion ensued regarding the designated shelter. The School department only listed Hastings Middle School as the shelter. Mr. Osuch said that the Wood School ought to have been listed as well, as the Wood School has traditionally been the shelter for the Neck and West Island residents, and Hastings has been for main land residents.

Roger Marcoux of 114 Balsam Street asked about what shelter the Town would provide for pets. Roger Gautreau, Deputy Director of the EMA, said that there is currently no pet shelter in Fairhaven, but there is one in New Bedford.

Diana LeBlanc of 9 Causeway Road said that she thought there was a bill passed that required municipalities to have pet shelters to qualify for federal reimbursement. Mr. Gautreau said that this was not true – pet shelters only have to be available on a regional basis. He said that the Town of Fairhaven has looked into having pet shelters but it was cost prohibitive. John Rogers, Safety Officer for the EMA, said that individual pet owners are responsible to find provisions for their pets.

Mr. Espindola asked Mr. Furtado if there was any additions needed to the Emergency Plan in regards to the newly operational Digester. Mr. Furtado said that there was no need to treat the Digester differently in a storm event.

Fire Chief Timothy Francis said that the Fire Department was ready to go – all equipment has been tested. Back-up equipment, like chainsaws, would be available from the Fairhaven Shipyard, he said. He said that they were making sure that all the motors on the small boats are checked. He urged residents to turn off their LP tanks and shut off the main breaker to their homes to prevent fire and electrocution risks.

Discussion ensued on the establishment of an Emergency Operations Center (EOC)

Police Chief Michael Myers told residents that they must remain in a secure place in a storm and should not be out thrill-seeking. “It’s very dangerous for you, and for us,” said Chief Myers. He urged residents to stay off roads once a storm makes landfall and to stay away from downed wires, even if they appear dead.

Discussion ensued on the purpose of the Hurricane Sticker for Scoticut Neck/ West Island residents. Chief Myers said that the purpose of the sticker was not to allow residents to drive around and watch the storm. The sticker is to keep order and prevent looting after a storm leaves the area. Discussion also ensued regarding the process of issuing a reverse 911.

John Rogers of the EMA reminded residents to also secure all propane tanks and said that residents should take photos of their home interiors and exteriors for insurance purposes. He said that if a home sustains over 50 percent damage in a flood zone, they will not be able to rebuild.

Per request from Mr. Espindola, it was concluded that Ms. Kakley would place “Hurricane dos and don’ts” on the Town website.

Shelter Coordinator Lynne Gautreau reminded residents to bring medications, blankets, pillows and snacks if they have to relocate to a shelter. When a shelter opens, she said, the EMA would notify WBSM 1420 AM. Additionally, Ms. Gautreau said that if residents use the New Bedford shelter for their pets, that they bring their pets’ rabies certificates, otherwise they will not be admitted.

Paul Kitchen of the School Department said that the Hastings Middle School was being listed as the sole shelter until the Wood School opened. He said that a nurse has to be available at the shelter, but there was difficulty in the February 8 blizzard in getting a nurse to the shelter. Discussion continued, related to getting to, and opening, a shelter.

Herbie Hunter of 8 Almond Street recommended that residents keep their essential documents and items in a bag in a central place to take quickly in the event of an emergency.

Mr. Haworth said that he had experience with FEMA classes and holds certifications. He said that he saw some flaws in the Emergency Preparedness Plan, and would like to take the next year to work with departments to improve the plan. Mr. Haworth volunteered to be the Selectmen representative in this regard. Mr. Espindola motioned to make Mr. Haworth the Selectmen liaison to other departments over the next year for the purpose of improving the Emergency Preparedness Plan. Mr. Haworth seconded. Vote was unanimous. (3-0).

Joe Borelli spoke for the Council on Aging, on behalf of Anne Sylvia, who could not attend the meeting. He stated that if the Fire Department needed to use the COA vans for emergency response, that they should get some training in using the wheelchair lift. On behalf of the Commission on Disability, Mr. Borelli said that Jeffrey Dougan, Assistant Director of the Massachusetts Office of Disability, said that there would be an Emergency Planning meeting on July 22 at 1:00 p.m. Preparedness backpacks will be made available to the first 50 people who attend.

Kris Sheedy and Jay Simmons of the Housing Authority said that there is now a small generator at Oxford Terrace to power the administration and maintenance area. It is not a shelter, but there will be a place for people to access limited electricity in the event of power outage. Ms. Kakley asked Ms. Sheedy and Mr. Simmons to forward a final approved copy of the Housing Authority's Emergency Preparedness Plan when it is approved.

Ms. Sheedy said that there is an issue with McGann Terrace residents not being able to get information from NSTAR during an outage because they are not listed as residents at 275 Main Street. She said that she would work on the issue with NSTAR. Mr. Espindola said that she may want to work with the Plymouth County Sheriff's Office to get all the Housing Authority residents on the reverse 911 list as well.

Harbormaster David Darmofal said that the Natural Resources Department was waiting for the "big one". He urged the public to remove their boats from the water in a storm event, adding that a lot of insurance companies will actually reimburse policy holders for costs associated with boat removal. He said that boat removal includes a ticket system for maintaining order. He said that boaters should register their moorings annually.

Assistant Harbormaster Tim Cox added that anyone removing a boat should bring a second person, to expedite the boat removal process.

The Board thanked everyone for attending the Emergency Preparedness portion of the meeting. A brief recess was held from 8:29 to 8:33 p.m.

BUILDING DEPT FEE INCREASE

At 8:33 p.m., the Board reviewed a proposed fee schedule increase by the Building Department. Mr. Espindola motioned to approve the increase. Mr. Haworth seconded. Vote was unanimous. (3-0). See Attachment A for the new fee schedule.

Mr. Espindola asked Mr. Osuch if the fee schedule could be changed at any time. Mr. Osuch said yes, the schedule can be changed at any time.

JULY 5

The Board discussed Friday, July 5, and the possibility of closing Town Hall to extend the Fourth of July holiday. It was agreed that the Town offices could close on July 5, but that employees would have to use a personal day or a vacation day. Mr. Murphy recommended sending out a memo to Town employees asking if they would be agreeable to using a personal day or vacation day in order to close Town offices. The Board said if the decision is not unanimous among Town Hall employees, the Town offices will open as usual.

SOLAR CANVASSING – SEEAL AND NSL

Mr. Haworth said that the Selectmen's Office had received complaints regarding canvassing from Next Step Living (NSL), related to the SEEAL Solar Challenge previously approved by the Board of Selectmen, and deemed a collaborative effort with the Town of Fairhaven. Mr. Haworth expressed concern for the complaints and for additional complaints that he had personally fielded. He cited aggressive tactics by salesmen on commission and said that he no longer wanted any affiliation with the effort.

Mr. Murphy read a letter from SEEAL and NSL regarding how they are addressing these canvassing concerns. See Attachment B.

Mr. Espindola said that he thought the issues were being addressed and that there was no need to interrupt the course of the Solar Challenge. Mr. Haworth disagreed, saying that he wished he had researched the matter more and would not have approved the project if he had known how aggressive the canvassers would be. He said that green energy was important, but he thought the Board of Selectmen should withdraw support.

Mr. Espindola drew comparisons between the Solar Challenge to the Town-supported Farmer's Market, which brings local businesses to Fairhaven consumers on Sunday afternoons, but does not force anyone to buy anything. He said that it was possible that residents were being approached by different solar canvassers as well.

Mr. Murphy said that he thought that SEEAL and NSL had made some efforts to improve canvassing based on feedback. For that reason, he said that he would like to revisit the topic at the next meeting and see how the upcoming week of canvassing goes.

Mr. Haworth asked why the Town was only allowing one company to do the solar installs as a part of the Solar Challenge. "We've opened Pandora's Box and we need to close it," said Mr. Haworth. Mr. Espindola said that SEEAL and NSL were working on a satisfaction survey so canvassers could get immediate feedback. Mr. Haworth asked Ms. Kakley to compile a list of all Solar Challenge complaints received by the Selectmen's Office, in time for the next meeting.

TRANSFERS

Under Correspondence, Mr. Murphy noted two Finance Committee-approved Reserve Fund transfers: \$1,000 for the BPW and \$2,513.59 for the Recreation Center.

FEE WAIVER

Mr. Murphy said that recent Town Hall Auditorium rental applicant John Kalife was confused about the terms of his Auditorium rental fees. He said that he thought the fees were waived. Mr. Murphy was not certain on how the Board acted in Mr. Kalife's application, so he asked the Board to reconfirm their vote for the rental of the Town Hall Auditorium for "The Odd Couple". Mr. Espindola so moved to waive the fees. Mr. Haworth seconded. Vote was unanimous. (3-0).

FIA – PLANTERS

Mr. Murphy said that he recently received correspondence from Linda Meredith, regarding the Fairhaven Improvement Association's desire to purchase planters for the Town Hall. The Board showed support for the donation. Mr. Espindola motioned to accept the urns for the Town Hall. Mr. Haworth seconded. Vote was unanimous. (3-0).

OTHER BUSINESS

In Other Business:

Mr. Espindola said that the Board of Selectmen would notify the public when it received enough ConCom applications to bring the Commission up to a full board

Mr. Espindola congratulated all those who participated in the annual Father's Day Road Race. He said that it was a nice day and a lot of money was raised for scholarships

Mr. Haworth said he was concerned about the Town Counsel bill. He said that the bill reflected \$16,000 for May, and that one Open Meeting complaint resulted in a cost of over \$800 alone.

The Board noted that Homecoming was coming up on June 29. Mr. Murphy said that he would not be able to attend this year, as he has a wedding that day.

EXECUTIVE SESSION

At 9:10 p.m., Mr. Espindola motioned to enter Executive Session pursuant to MGL Ch 30A § 21:

- To discuss strategy with respect to collective bargaining – Clerical, Fire, Police, Dispatchers Union negotiations
- To discuss physical condition of an individual – 111F
- To discuss strategy with respect to collective bargaining or litigation – Fairhaven Wind LLC

Mr. Haworth seconded the motion to enter Executive Session for the aforementioned reasons. Vote was unanimous. (3-0). Roll call vote: Mr. Espindola in favor. Mr. Murphy in favor. Mr. Haworth in favor.

Respectfully,

Anne Kakley

Selectmen's Secretary
Minutes approved 6/24/2013



**TOWN OF FAIRHAVEN
BUILDING DEPARTMENT**



COMMERCIAL BUILDING PERMIT FEE SCHEDULE

Accessory Structures	\$.60/ft.2 per flr.	Min Fee	\$ 400.00
Additions	\$.60/ft.2 per flr.	Min Fee	\$ 500.00
Alterations/Change of Use	\$.30/ft.2 per flr.	Min Fee	\$ 800.00
Commercial Docks & Piers			\$ 500.00
Commercial Wind Turbines	1% of total cost of project	Min Fee	\$1,000.00
Demolition's			\$1,000.00
Foundation Only			\$1,000.00
Landing or Moving of any Building			\$1,000.00
New Construction	\$.60/ft.2 per flr.	Min Fee	\$1,000.00
Occupancy Permits			\$ 200.00
Temporary Structures			\$ 500.00
Tents			\$ 200.00
Sheet Metal & Duct work	\$.25 running ft	Min Fee	\$ 300.00
Signs			\$ 100.00
Solar Panels			\$1,000.00

Definitions

All ft.2 areas shall be the area in square feet of all horizontal planes based on the exterior dimensions of the structure including habitable basements, including the attic area.

All fees are to be rounded off to the nearest dollar amount.

ANY AND ALL ILLEGAL BUILDING INSTALLATIONS ON NEW OR EXISTING HOMES, OR BUSINESSES WILL PAY THREE (3) TIMES THE REQUIRED FEE.

APPROVED

Wayne Fostin, Building Commissioner

APPROVED

Board of Selectmen

EFFECTIVE DATE

July 1, 2013



TOWN OF FAIRHAVEN
BUILDING DEPARTMENT



COMMERCIAL WIRE PERMIT FEE SCHEDULE

New, Temporary, Increased or Relocated Services

New Work or Alterations:

Included shall be all service equipment, all electrical distribution and switching equipment. All lighting, signs, receptacles, (normal or special), all alarm systems, and any other electrical equipment necessary for the operation of any devices, processes, other equipment used in said building.

0 - \$100.00	1 inspection	\$ 75.00
\$101 - \$500.00	2 inspections	\$100.00
\$501.00 - \$2,000.00		\$200.00
<i>Estimated values over \$2,000 will be charged as follows:</i>	<i>\$200.00 plus</i>	<i>\$ 40.00 (per thousand)</i>
Temporary Wiring for Circuses, & Carnivals		\$ 75.00 (per day)
Any <u>Recall</u> made for defects will be charged at the rate of		\$ 65.00 (per call)

Multi-family and Commercial (*multi-families with (3) or more apartments are considered commercial*) - One (1) permit for each UNIT shall be obtained regarding Electrical permits.

ANY AND ALL ILLEGAL WIRING INSTALLATION ON NEW OR EXISTING HOMES OR BUSINESSES WILL PAY THREE (3) TIMES THE REQUIRED FEE

APPROVED

John Cottrill, Chief Wiring Inspector

APPROVED

Robert [Signature] Sr.
6-11-13
Board of Selectmen

EFFECTIVE DATE

July 1, 2013



TOWN OF FAIRHAVEN
BUILDING DEPARTMENT



FEE SCHEDULE FOR PLUMBING PERMITS

One and Two Family Dwelling	\$50.00 Application Fee (New) \$10.00 per fixture
Commercial, Industrial, Multi-Family (3+ family)	\$75.00 Application Fee (New) \$15.00 per fixture

One (1) permit for each individual UNIT shall be obtained regarding Plumbing permits.

	<u>RES.</u>	<u>COMM.</u>
Commercial Back Flow Preventer		\$65.00
Hot Water Heater - replacement only	\$50.00	\$65.00
On Demand Hot Water Heater (must take out Gas Permit also)	\$50.00	\$65.00
<u>Replacement of a fixture not listed</u>	\$50.00	
Residential Back Flow Preventer New/Replacement	\$50.00	
Re-Inspection Fee	\$50.00	\$65.00
Sewer and or Water Tie-In	\$75.00	\$150.00

ANY AND ALL ILLEGAL PLUMBING INSTALLATIONS ON NEW OR EXISTING HOMES, OR BUSINESSES WILL PAY THREE (3) TIMES THE REQUIRED FEE.

APPROVED

Norman Lussier, Plumbing Inspector

APPROVED

[Signature]
[Signature]

Board of Selectmen

EFFECTIVE DATE
July 1, 2013



TOWN OF FAIRHAVEN
BUILDING DEPARTMENT



FEE SCHEDULE FOR GAS PERMITS

One and Two Family Dwelling	\$50.00 Application Fee (New)
	\$10.00 per fixture
Commercial, Industrial, Multi-Family (3+ Family)	\$75.00 Application Fee (New)
One (1) permit for <u>each</u> individual UNIT shall be obtained regarding Gas permits.	\$15.00 per fixture

	<u>RES.</u>	<u>COMM.</u>
Fuel Main	\$50.00	\$65.00
Line Test	\$50.00	\$65.00
Replacement Items per Fixture		
Boiler	\$50.00	\$65.00
Gas Dryer	\$50.00	\$65.00
Gas Range	\$50.00	\$65.00
Ovens, Fryolator	\$50.00	\$65.00
Roof Top Heaters	\$50.00	\$65.00
Space Heaters	\$50.00	\$65.00
Unit Heater	\$50.00	\$65.00
Water Heater (On Demand Only)	\$50.00	\$65.00
Re-inspection Fee	\$50.00	\$65.00

For boiler replacement you MUST also obtain a Plumbing Permit for backflow preventer (a/k/a cross connection device)

ANY AND ALL ILLEGAL GAS INSTALLATIONS ON NEW OR EXISTING HOMES, OR BUSINESSES WILL PAY THREE (3) TIMES THE REQUIRED FEE.

APPROVED

Henry Daigle, Gas Inspector

APPROVED

Board of Selectmen

EFFECTIVE DATE

July 1, 2013



TOWN OF FAIRHAVEN
BUILDING DEPARTMENT



RESIDENTIAL BUILDING PERMIT FEE SCHEDULE

Additions	\$.40/ft.2 per flr.	Min Fee	\$ 300.00
Animal Shelters/Dog Kennels			\$ 75.00
Carpports			\$ 100.00
Certificate of Occupancy			\$ 100.00
Decks/Porches (New Repairs)	\$.30/ft.2 per flr.	Min Fee	\$ 150.00
Demolition of House			\$ 500.00
Demolition of Sheds & Garages			\$ 250.00
Fireplaces/Chimneys			\$ 125.00
Foundation Only			\$ 400.00
Garages	\$.40/ft.2 per flr.	Min Fee	\$ 200.00
Home Improvement Permits (sidewall, roofing, windows, etc.)			\$ 75.00
Hydronic Boilers (must also take out electrical & plumbing permits)			\$ 50.00
Interior Alterations/Change of Use	\$.40/ft.2 per flr.	Min Fee	\$ 250.00
Late Fee Filing			\$ 300.00
Letters for Buildable Lots, Flood Zone etc.			\$ 125.00
Moving/Landing/Temporary Trailers			\$ 300.00
New Construction/Modular Homes	\$.40/ft.2 per flr.	Min Fee	\$ 500.00
Piers & Docks			\$ 250.00
Pools: Above ground/spa's/hot tubs & fish ponds			\$ 100.00
In ground			\$ 150.00
Re-inspection Fee			\$ 50.00
Sheds	\$.30/ft.2	Min Fee	\$ 100.00
Sheet Metal Permit Fee			\$ 75.00
Storage Containers			\$ 150.00
Temporary Structures	\$.30/ft.2	Min Fee	\$ 200.00
Trench Permit/Residential & Commercial			\$ 50.00
Wind Turbine/Solar Panels (ground or roof)			\$ 300.00
Wood/Pellet Stoves			\$ 100.00

Definitions: All ft.2 areas shall be the area in square feet of all horizontal planes based on the exterior dimensions of the structure including habitable basements and the attic area. All fees are to be rounded off to the nearest dollar amount.

ANY AND ALL ILLEGAL BUILDING INSTALLATIONS ON NEW OR EXISTING HOMES,
OR BUSINESS WILL PAY THREE (3) TIMES THE REQUIRED FEE

APPROVED

Wayne Fostin, Building Commissioner

EFFECTIVE DATE
July 1, 2013

APPROVED

[Handwritten Signature]
6-17-13
[Handwritten Signature]
Board of Selectmen



TOWN OF FAIRHAVEN
BUILDING DEPARTMENT



RESIDENTIAL WIRING PERMIT FEE SCHEDULE

New Dwelling with or without Electric Heat		\$160.00
New or Replacement Services (overhead)		\$ 75.00
Underground Service (all underground electric work including service)		\$100.00
Temporary Service		\$ 75.00
Service breakdown (meter, cable or panel only)		\$ 50.00
Oil & Gas furnace (excluding new home permits)		\$ 50.00
Electrical water heaters		\$ 50.00
Addition or remodeling (wiring, receptacles, switches, lights, etc)	2 inspections	\$100.00
Pools		
Above ground		\$ 75.00
In-ground		\$100.00
House Alarms		
Fish work		\$ 50.00
New		\$ 75.00
Solar Installations		\$100.00
Snake work	1 inspection	\$ 50.00
Any recall made for defects will be charged at the following rate.		\$ 50.00 (per call)

Multi-family and Commercial (*multi-families with (3) or more apartments are considered commercial*) - One (1) permit for each UNIT shall be obtained regarding Electrical permits.

ANY AND ALL ILLEGAL WIRING INSTALLATIONS ON NEW OR EXISTING HOMES, OR BUSINESSES WILL PAY THREE (3) TIMES THE REQUIRED FEE.

APPROVED

John Cottrill, Chief Wire Inspector

APPROVED

Board of Selectmen

EFFECTIVE DATE
July 1, 2013

FAIRHAVEN SOLAR CHALLENGE - June 24, 2013

RE: The following actions are either in progress or completed, to address concerns brought to our attention by the Fairhaven Selectboard's office.



Canvassing:

1. Canvassing script has been submitted to Energy Challenge and Selectboard for review.
2. The issue of "aggressiveness" has been addressed with the NSL Canvassing Manager, and she met with her crew during the week of June 10th to reinforce the script and guidelines of the program. We have been assured that these issues will not occur again.
3. Next Step Living will work with the SouthCoast Energy Challenge interns to ensure that they have the resources they need to be successful at canvassing—Energy Challenge interns will take over canvassing after this training.

Calls: Residents who sign up with interest in the Fairhaven Solar Challenge will be contacted by phone at least but not to exceed 3 times over a 10-day period, following sign-up. A voicemail will be left to explain the purpose of the call. An email will be sent (if an email address was provided) which explains the reason for the calls, which will provide contact information for follow-up. Up to three additional calls will be made prior to the end of the program, two to three months after initial sign-up, to inform residents of the deadline and/or to announce a final Workshop, most likely to occur in September, 2013.

Price: Claim around 20% discount: The messaging that has been presented to the Next Step Living solar sales team, on what they should be stating, is that "the SouthCoast Energy Challenge negotiated a base price reduction directly with NSL. The base price is 20% below the average price of solar in 2012." There should be no mention of the Town, as they were not a part of procuring the pricing. We will continue to reinforce this.

Sales:

1. Copies of NSL contracts for solar leases and solar purchases have been submitted to the Energy Challenge and Fairhaven Selectboard for review
2. The Sustainability Committee has requested that we create a "post-it" type insert for our solar brochure that includes the following language:

The Town of Fairhaven supports the importance of solar energy and recommends that each resident consider the purchase or lease of a solar electric system. Fairhaven residents are not obligated to purchase solar under this program, or from any particular solar company.

This language will also be posted on the Fairhaven Solar Challenge Webpage.
3. The Sales process has been explained and consists of the following:
 - An initial Sales visit consists of a visual inspection of the roof, attic space, and utility room, and an explanation of the system and financial options, based on the site characteristics. A credit pre-approval can be signed if desired and two follow-up appointments are made at this time. Specific system pricing is not given at this time.
 - Within one week, a technician visits the home to verify measurements, structural integrity, and electrical equipment condition. Any technical questions can be answered at this visit.
 - Within two weeks a second sales visit occurs at which a proposal is presented based on the options chosen by the homeowner and the results of the technical review. At this time, the resident is given the option to sign a contract to purchase or lease solar. NSL does not leave a solar contract at the home, which includes pricing, unless a resident signs the contract. We do email the 60-day price to the resident, when requested. This is standard practice for Next Step Living.