

**Town of Fairhaven
Board of Public Works Meeting
November 7, 2011**

Present

Geoffrey Haworth, Commissioner
Robert Hobson, Commissioner
Kathleen Sturtevant, Commissioner
G. Steven Riley, Commissioner
Daniel Freitas, Commissioner
Vincent Furtado, BPW Superintendent
Kathy Tripp, Administrative Assistant
Edward Fortin, Water Superintendent
John Charbonneau, Highway Superintendent
Linda Schick, Sewer Superintendent
Frank Tapper, 10 Roseanne Drive
Susan Roderiques
Rebecca Vento
Jeffrey Felix
Jarryd Ramos



I. Call to Order

Mr. Haworth called the meeting to order at 6:05 p.m.

II. Routine Matters

A. Signing of Departmental Bills

III. Approval of Minutes

Mr. Haworth motioned to approve the minutes of the April 26, 2010 - Executive Session, May 24, 2010 - Executive Session (b), August 2, 2010 - Executive Session (b), September 27, 2010 - Executive Session (b), March 14, 2011 – Executive Session (b), March 28, 2011 – Executive Session (a), April 12, 2011 – Executive Session, June 13, 2011 – Executive Session, June 20, 2011 – Executive Session, July 25, 2011 – Executive Session (a), July 25, 2011 – Executive Session (b) and August 22, 2011 – Executive Session (c). Mr. Riley seconded. Vote unanimous.

Ms. Sturtevant motioned to approve the minutes of October 17, 2011. Mr. Freitas seconded. Vote unanimous.

IV. Appointments

A. Carlos Alvernaz, 47 Sycamore Street – Re: Howland Road Reconstruction Project

Mr. Alvernaz was not in attendance.

B. Frank Tapper, 10 Roseanne Drive – Re: Driveway Waiver

Mr. Tapper – I have an elderly person living with us. We are parking on the lawn which has made ruts. I would like to make a U in front and fix up the landscaping.

Mr. Hobson – How many feet?

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Mr. Tapper – Seventeen and twenty-two.

Ms. Sturtevant – I went by there today.

Mr. Riley – Are you the house on the corner down Roseanne?

Mr. Tapper – I'm the last house on the left.

Mr. Freitas – I'm all set.

Mr. Charbonneau – I have no issue except for the maximum of the opening.

Mr. Haworth – If the rest of the Board is okay, I'm okay with it.

Ms. Sturtevant motioned to approve the driveway waiver for 10 Roseanne Drive. Mr. Freitas seconded. Vote unanimous.

V. Items for Action

A. Nexamp

Mr. Furtado – We have both approvals for the solar panels and the roof warranty.

1. Change Order #1

Mr. Riley motioned to approve Nexamp Change Order #1 for a credit of \$31,163.17. Ms. Sturtevant seconded. Vote unanimous.

2. Final PV Acceptance

This was previously accepted on October 3, 2011.

3. Final Payment #10

Mr. Freitas motioned to pay Nexamp \$28,277.30. Ms. Sturtevant seconded. Vote unanimous.

B. Pavao Construction – Payment Application #2; Main/Middle Drainage

Mr. Freitas motioned to approve Payment #2 to Pavao Construction for the Main/Middle Drainage project in the amount of \$24,510.00. Mr. Hobson seconded. Vote unanimous.

C. Pavao Construction – Payment Application #3; Middle Street Roadway

Mr. Riley motioned to approve Payment #3 to Pavao Construction for the Middle Street Roadway project in the amount of \$1,056.40. Mr. Freitas seconded. Vote unanimous.

D. Bay State Contracting – Payment Application #3; WWTP – Roofing & HVAC

Mr. Riley motioned to approve Payment #3 to Bay State Contracting in the amount of \$157,985.89. Ms. Sturtevant seconded. Vote unanimous.

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E. SRF Loan – Digester

Ms. Tripp – This has to be signed by the Chairman of the Board of Selectmen.

F. Request to use Cushman Park for Turkey Trot – November 24, 2011

Ms. Sturtevant motioned to approve the use of the Cushman Park bandshell for the Turkey Trot on November 24, 2011 with the usual stipulations. Mr. Freitas seconded. Vote 4-0 in favor. Mr. Hobson was not in attendance.

IV. Appointments (Continued)

C. Interviews for Water Department Senior Clerk

1. Sharon Mills

Ms. Mills was not in attendance.

Ms. Tripp – Ms. Mills notified me on Friday at 3:40 p.m. that she was not interested in the position.

2. Susan Roderiques

Ms. Roderiques – I currently work for the Town at the Senior Center Day Care for the elderly. I've been there four and one-half years.

Ms. Sturtevant – I sat in on the preliminary interviews. I know her because my mom was there. She has a lot of good qualities. She would be a plus. I've already asked her a lot of other questions.

Mr. Riley – Why would you want to change positions?

Ms. Roderiques – I am at my highest level right now. There is no room to move up. This job gives me room to grow.

Mr. Riley – Are you responsible for billing from your background?

Ms. Roderiques – For my family business, I did that for seven or eight years. There were a lot of bills.

Mr. Riley – How detailed on the computer?

Ms. Roderiques – Very good. I know Word, Excel, Publisher. I do not know Vadar.

Mr. Freitas – What can you bring that other employees couldn't?

Ms. Roderiques – I am good with people interacting, solving problems.

Mr. Hobson – Your preliminary interview was excellent. It's tough working with senior citizens. You have a high recommendation.

Mr. Haworth – Frankly and honestly, your family business does a lot of business with the Town. How would you separate that?

Ms. Roderiques – I would call on one of them to handle it. Hand it off to somebody else.

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Mr. Fortin – We were pretty thorough in our last interview. Sue has a lot of experience with utilities. She brings a lot to the table; water, sewer and drainage. She is familiar with the workings of the Town.

Mr. Furtado – I concur with Mr. Fortin. Sue has experience in a construction orientated background.

Ms. Roderiques - If I were offered the position it would be less than what I am making now. Is that something we could talk about?

Ms. Tripp – Because she is working for the Town already but in a non-union position, you could possibly do it as a transfer but I don't know if the clerical union would file a grievance. She would be taking a .87 pay cut.

Mr. Haworth – We would have to find that out first.

3. Rebecca Vento

Ms. Vento – I was born and raised in Fairhaven. I moved to Dartmouth three years ago. I have a lot of experience in customer service and retail.

Mr. Riley – Tell me some retail experience you've had to handle in a difficult situation?

Ms. Vento – I try to make their experience as best as I possibly can.

Mr. Riley – If you were in a setting either in a verbal or bodily situation how would you defuse it, on the phone or in person?

Ms. Vento – I would try not to raise my voice. I would take care of it.

Mr. Riley – Have you ever done payroll at your previous job or any billing experience?

Ms. Vento – Billing is done at the corporate office.

Mr. Freitas – What could you bring to this job?

Ms. Vento – I am people orientated. I try to get along with people and help anybody that needs help.

Mr. Hobson – Somebody comes here and stays quite a few years. Are you committed to staying?

Ms. Vento – Yes, pretty much until I retire.

Mr. Hobson – You come very well recommended.

Ms. Sturtevant – What do you feel would be your weakness working in the office?

Ms. Vento – I can't think of any off the top of my head.

Mr. Haworth – The last candidate had a family connection, how would you handle that?

Ms. Vento – I would treat that person as a co-worker, take the job seriously. I'm very confident working with my mom.

Mr. Riley – Why do you want to leave your present job?

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Ms. Vento – I am salary, paid for forty hours per week. I usually work between forty-eight and fifty-five.

Mr. Riley – One word answer what your peer think of you?

Ms. Vento – Bubbly.

Mr. Fortin – I was impressed with her interview. She's pleasant. She probably would have the same experience as anyone else with Vadar. It's a completely different software program. She could improve on her computer skills. It's an entry level position.

Mr. Furtado – I was at the first interview. Out of the top five candidates she was one of the top two, Sue and Becky. I worked part-time where she is working now. She would be a good fit with the other co-workers.

Mr. Riley – Would you give two weeks' notice?

Ms. Vento – I would like to.

Mr. Hobson – Do you have a problem with the pay scale?

Ms. Vento – I do not.

The interviews ended.

Mr. Freitas – Both were extremely close. I know her mother and brother. I would go with Ms. Vento.

Mr. Hobson- I like the previous speaker. They were both good candidates. After listening to both sides I would go with Rebecca.

Ms. Sturtevant – I wasn't in when Rebecca came in. The question is I would hate to lose her if Sue turns it down so I would pick Rebecca.

Mr. Riley – First review by top two picks were Rebecca and Sue. I think by their qualifications Sue number one but Rebecca was fantastic.

Mr. Haworth – We have two very qualified candidates. Becky has a bubbly spirit. She would be a good fit. Ms. Roderiques, it's the pay scale.

Mr. Hobson motioned to hire Rebecca Vento for the Water Department Senior Clerk's position. Mr. Riley seconded. Vote unanimous.

The Board took a seven minute recess at 6:58 p.m.

D. Interviews for Heavy Motor Equipment Operator

1. Jeffrey Felix

Mr. Felix – I worked for a company for twenty-four years. I could handle this job. I would be good at it.

Mr. Hobson – I happened to do the two interviews. He was one of the final three. I know he is a qualified person. He had very good answers. The problem is with the pay.

Mr. Felix – I will deal with it.

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Mr. Hobson – You can run heavy equipment. Have you done road work?

Mr. Felix – Yes, patched parking lots.

Mr. Hobson – Are you employed now?

Mr. Felix – No.

Ms. Sturtevant – What would make you the best candidate? Why should we choose you?

Mr. Felix – I have a lot of experience in this type of work; blacktop, concrete, operate equipment, truck driver experience.

Mr. Riley – At your previous job, what would your supervisor or foreman say about your performance?

Mr. Felix – Hard worker.

Mr. Riley – Was anybody else laid off?

Mr. Felix – Just me.

Mr. Riley – What equipment have you operated?

Mr. Felix – Backhoe, loader, ten-wheeler, no street sweeper.

Mr. Freitas – What could you bring to the Town if you were picked?

Mr. Felix – Experience.

Mr. Freitas – Mr. Felix explained to us he was in a motorcycle accident and when he was ready to go back to work, there was no work.

Mr. Haworth – When was the last time you worked?

Mr. Felix – It was a year last August.

Mr. Haworth – Have you ever sanded or snow plowed?

Mr. Felix – Just parking lots with a backhoe.

Mr. Charbonneau – My biggest concern is that he would be taking a pay cut. If you were called back to work by your former employer would you go back?

Mr. Felix – That's tough, not if I got hired here. I don't know.

Mr. Furtado – Honestly, my only concern is that you were one of the top two candidates, but it's the money you were making.

Mr. Felix – I've been calling him for a year to go back to work.

Mr. Hobson – If we have a temporary position, would you consider that?

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Mr. Felix – I have to carry insurance for my family. That would be a problem.

2. Jarryd Ramos

Mr. Haworth - Ms. Sturtevant will excuse herself from the interview process because she has a relationship with the candidate.

Mr. Ramos – I would like to be a truck driver, laborer and work my way up in the DPW.

Mr. Riley – Do you have a hoisting license?

Mr. Ramos – No.

Mr. Riley – Can you run heavy equipment?

Mr. Ramos – I've used the bobcat with Peter DeTerra. I've done sweeping at Bob's Tire.

Mr. Riley – Why do you want to leave your current job?

Mr. Ramos – Benefits, retirement, vacation, paid holidays.

Mr. Riley – In one word what would a coworker say about you?

Mr. Ramos – Good worker, on time.

Mr. Freitas – What could you bring as an employee that someone else couldn't?

Mr. Ramos – Reliable, on time.

Mr. Hobson – This gentleman worked for us before and he made a mistake by leaving. We will be hiring one person and a temporary. Would you be interested in the temporary position?

Mr. Ramos – Yes sir.

Mr. Riley – When you worked here before, what did you do?

Mr. Ramos – I worked in the Park Department with Pinard from January to March in either 2009 or 2008.

Mr. Haworth – Do you have snow plow experience?

Mr. Ramos – Yes. I've driven a six and ten-wheeler.

Mr. Charbonneau – I was in the interviews. Unfortunately he left the last time. Jeff has more experience and a hoisting license. He would be my first choice.

Mr. Furtado – I was in on the interviews for these three folks. Jarryd would be a good fit here. The other candidate has more experience. Jarryd would take a temporary position which puts him above the other folks.

Mr. Haworth – Do you have the motivation to get the hoisting license?

Mr. Ramos – I would go tomorrow. If I'm hired temporary would you help me get it?

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Mr. Charbonneau – Someone here would help you along.

Mr. Riley – Mr. Charbonneau, did you have any previous issues when he was an employee here?

Mr. Charbonneau – He was always on time. I'm looking for someone with more experience.

The interview process ended.

Mr. Haworth – The other candidate had a preplanned vacation and he was unable to make it this evening.

Mr. Hobson – The third candidate is Mr. Snell. He had interviewed with me and Mr. Freitas. He planned a vacation six months ago. He is willing to give up a \$3,000 Christmas bonus to come here. He has worked for a local contractor for seven years. He served ten years as a Marine reservist and is a lifelong Fairhaven resident.

Mr. Freitas – He wanted to be here tonight but he would have lost a lot of money.

Mr. Hobson – I'm ready to move forward.

Mr. Charbonneau – I was impressed with Mr. Snell.

Mr. Furtado – I was also.

Mr. Haworth – I looked at his application. The company he works for serves the Town.

Mr. Charbonneau – He is very limited on the construction side.

Mr. Freitas – He did have some driving when he was a Marine. He is not up to date with everything.

Mr. Haworth – We are hiring one full-time and one full-time temporary with three candidates.

Mr. Riley – John is looking for someone ambitious and willing to learn. One person cannot work temporary. His driving record was not that great. One or three for full-time.

Mr. Freitas – Snell and Ramos for temporary.

Mr. Hobson – Number one I'm not too sure if his company calls him back and number two for the temporary position so he can prove himself. Number one has a lot of experience. He hardly ever took a sick day. Mr. Snell and Mr. Ramos for the temporary position.

Mr. Haworth – We had a good pool to choose from. Mr. Snell and Mr. Felix have some good qualifications. This job is less pay for Mr. Felix and I feel that if something better comes along he would jump ship. Mr. Snell is looking for a full-time position and he has the experience and Mr. Ramos for the full-time temporary position.

Mr. Charbonneau – Felix has the most experience. My biggest concern is the money coming here and when he gets his first paycheck. I'd like to have him here but I think Mr. Snell and Mr. Ramos for the temporary full-time position.

Mr. Freitas motioned to hire Daniel Snell for the full-time hire and Jarryd Ramos for the temporary full-time HMEO. Mr. Hobson seconded. Vote 4-0 in favor with Ms. Sturtevant abstaining.

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VI. Board Members, Superintendent – Old/New Business

Mr. Riley – I had a few calls that there was an insurance meeting in the office and it ran late so the Recycling Center did not open up on time. You need to have better planning.

There was someone in a Town truck on the day of the school vote that voice their opinion out the window.

Mr. Furtado – I'm aware of that and I addressed it.

Mr. Freitas – I had a call from a gentleman from Howland Road and Main Street. It's a tan house on the corner. There was a sign put up that reads "Street Crossing" and he thinks it's on his property and he'd like it moved. His name is Brett.

Mr. Hobson – There was a letter that was sent out to Senior Citizens about paying \$59 that would insure their water service from the street to the house. This did not come from the Town.

Ms. Sturtevant – I had one request from a resident that on the Little Bay extension walkers walk to the water and it's overgrown.

Mr. Haworth – We had our first little bit of snow. I had complaints that the sand barrels were not out. I was asked about the snowstorm parking ban.

Howland Road was paved this past week.

Alden and Bridge Street; they were working on the traffic signal work.

Mr. Furtado – Union issues; Geoff and I went to Boston to a hearing with the Water and Sewer folks.

On the TIP; there are a couple more projects to do.

A traffic study was completed for the Southcoast Hospital addition with GPI and we hired Ken Cram for a second review.

The West Island Conservation restriction came to surface again.

We had a meeting with the Army Corp of Engineers regarding the Hurricane Barrier. The Fire Department operates the sluice gate and there will be reports.

Digester; Town Meeting voted to borrow money to see it to completion. The form needs to be signed by Mike Silvia before we can sign anything we have to have that document.

Ms. Tripp – We need to set up a safety meeting. We haven't had one since April.

Mr. Freitas – Any Wednesday after 3:30.

VII. Set Date for the Next Meeting

Mr. Riley motioned to hold the next meeting on November 21, 2011 at 6:00 p.m. Ms. Sturtevant seconded. Vote unanimous.

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VIII. Executive Session and Adjourn

Mr. Haworth motioned to adjourn the open session at 7:51 p.m. and enter into executive session to discuss Digester issues and Union issues and not to reconvene in open session. Mr. Riley seconded.

In favor: Mr. Haworth, Mr. Hobson, Ms. Sturtevant, Mr. Riley and Mr. Freitas.

Respectfully submitted,

Kathy A. Tripp
Administrative Assistant