

**Town of Fairhaven
Board of Public Works Meeting
January 7, 2013**

Present

G. Steven Riley, Commissioner
Robert Hobson, Commissioner
Kathleen Sturtevant, Commissioner
Geoffrey Haworth, Commissioner
Daniel Freitas, Commissioner
Vincent Furtado, BPW Superintendent
Kathy Tripp, Administrative Assistant
Edward Fortin, Water Superintendent
Linda Schick, Sewer Superintendent
John Charbonneau, Highway Superintendent



I. Call to Order

Mr. Riley called the meeting to order at 6:02 p.m.

II. Routine Matters

A. Signing of Departmental Bills

III. Approval of Minutes

A. December 17, 2012

Ms. Sturtevant motioned to approve the minutes of the December 17, 2012 meeting. Mr. Freitas seconded. Vote unanimous.

IV. Appointments

A. 8 Windward Way – Request to Install New 1” Water Service, Road Opening Waiver

No one was in attendance.

B. Highway, Sewer and Water Superintendents – Re: Fiscal FY14 Budgets

Park Budget:

Mr. Charbonneau – Park Budget; the Finance Committee has said to keep it level funded. Salaries and Wages are up 1.6%. Everything else is level funded. There is no capital outlay. I will have an article for the remaining fence for Macomber Field. West Island expenditure numbers are up this year because of the telephone pole we added. That was a one-time expense.

Mr. Riley – Did you put money in for extra seed?

Mr. Charbonneau – That’s already included.

Mr. Riley – Should we do that?

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Mr. Charbonneau – I think \$2,000 is more than enough.

Highway Budget:

Mr. Charbonneau – Salaries and Wages are up 3.2% because of step increases and longevity. \$3,000 more in Vehicle Maintenance. Parts are more expensive. Building Maintenance is \$2,000 more. Vehicle Maintenance; we are a little bit behind this year. Miscellaneous; we moved some items to Other Charges/Expenses; Membership Dues and Licenses. \$100 is in there for mileage. Utilities is showing a 233% increase. Last year we deleted \$7,000 out of that. It was supposed to go to the Sewer Department. Capital Outlay; requesting a new six-wheel dump truck to replace the 1995 six-wheel dump. The transmission, heads and injectors need to be replaced. It would cost \$20,000 to put in. The truck has 70,000 miles. Rubbish is up \$14,000. This is the final year of the contract. Curbing and Hard-surfacing, Sidewalk Repairs and Street Resurfacing are as shown. It's simple. The cost of materials has gone up. We increased the numbers by \$10,000, \$6,000 and \$10,000. I will also have an article for the replacement of the roof on the gas island.

Mr. Riley – I think you should go up on the curbing, sidewalk and resurfacing line items.

Sewer Budget:

Ms. Schick – Purchase of Services Contractor Assistance is up \$17,900. This is for testing on the digester. Contracted Services is up \$7,900. We have a new yearly maintenance agreement on the generator. We added Grease and Oil to Supplies. This is for oil for the CHP generator. It has to be changed every 400 hours. Capital Outlay; \$63,000. \$40,000 to replace the electrician's vehicle #42. The chassis is separating because of rust. \$20,000 for valve replacements and \$25,000 to replace a plunger pump at the plant and \$6,000 for the intercom system in the digester building. Ray will do the work. This is for the supplies.

Mr. Riley – The maintenance agreement for the generator?

Ms. Schick – It will be up in September.

Mr. Riley – Grease and Oil; that's a new line item. Is that to offset what we take in?

Mr. Furtado – We project we will be saving \$60,000 from the sludge.

Mr. Riley – Only \$60,000?

Ms. Schick – That's only an estimate. I don't want to short change ourselves. If we don't use it, it will go back.

Mr. Freitas – Sludge Disposal; shouldn't that be cut in half, \$330,000 to \$165,000? Most of that should be going to the digester.

Ms. Schick – We don't know the numbers right now.

Mr. Riley – There are a lot of unknowns.

Water Budget:

Mr. Fortin – Salaries, there is a slight increase. We had two long term people leave. Purchase of Services; we found we were running out of money in patches, road materials. We have already expended over \$50,000 this year. The line item Water Purchase and Assessment is for assessment bills

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to DEP, Mattapoisett and the River Valley District. We also purchase water from New Bedford and flush. We are splitting those two items so we can stay level funded. Training and Seminars is up. We have two new employees that will need training. Capital Outlay; the meter reading units need to be upgraded. The District Assessment is up \$33,000.

Mr. Riley – The Building Maintenance; you've only used \$45.26 so far this year. Last year you used \$2,000.00.

Mr. Fortin – That line item is to use for any repairs that may come up. There is nothing that I project.

Mr. Riley – Chemicals; you spent \$300 last year. We are halfway thru the year and you've spent \$168. You are asking for \$1,000.

Mr. Fortin – This is to cover buying any chorine. I can't tell how much I will need.

Mr. Riley – Meters; request buying three new readers for the billing cycle. If we switch to reading every month, will we have to buy all new equipment?

Mr. Fortin – These should still work. It all depends on the direction you go and what vendor you use.

Mr. Furtado – Starting this year we will be charged for indirect costs such as the accountant's time, payroll, retirement and other things and we will have to raise the rates.

Mr. Fortin – We are still working with Tata & Howard on the rate study.

Ms. Tripp – We have been charged with the indirect costs but the formula needs to be updated.

V. Items for Action

B. CDM Smith – West Island Well Agreement

Ms. Schick – Last year we talked about it and put the money in the budget. The hydro geologist will look at the data and analyze it. It's in the planning stage. It will give us a trigger on when to clean or add a new well and maintain efficiency. The budget is bare bones. The original contract was \$15,000 and we brought it down to \$8,500. We will be supplying a lot of the data.

Mr. Freitas – I understand what you're trying to do. A lot of our information and they analyze it. We need to keep moving forward and expand.

Mr. Hobson motioned to approve the agreement with CDM Smith for the West Island Well Agreement in the amount of \$8,500. Ms. Sturtevant seconded. Vote unanimous.

A. D & C Construction – Payment Applications; Stormwater Enhancements

Mr. Riley – We have two payment applications.

Mr. Furtado – This is from the 319 Grant; the tree box filters in North Fairhaven.

Ms. Sturtevant motioned to approve payment #1 to D & C Construction in the amount of \$105,829.05. Mr. Freitas seconded. Vote unanimous.

Ms. Sturtevant motioned to approve payment #2 to D & C Construction in the amount of \$54,758.00. Mr. Hobson seconded. Vote unanimous.

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C. Authorization to Award Boston Hill Water Tank Contract via SRF

Ms. Sturtevant motioned to sign the letter to Mass DEP for the Intent to Award the Boston Hill Water Tank contract. Mr. Hobson seconded. Vote unanimous.

Ms. Sturtevant motioned to award the contract to Worldwide Industries in the amount of \$842,421.00 pending DEP approval. Mr. Haworth seconded. Vote unanimous.

VI. Board Members, Superintendent – Old Business / New Business

Mr. Hobson – All set.

Ms. Sturtevant – At the end of Briercliffe it's washed out again.

Mr. Haworth – I wanted to thank the Highway Superintendent for helping out at Rogers School. The parents were complaining because the kids couldn't get out of the cars because of the snow.

This afternoon I received a call that at the Harbormist Condos at David Drown Boulevard they plowed their snow blocking the bike path.

Mr. Riley – Send them a letter.

Mr. Freitas – All set.

Mr. Riley – In your packet there is a State Ethics test that needs to be done on-line and print out a certificate.

There is a home on Leeward Way that was plowed by the Town and their lawn now has a 2' gully in it.

Mr. Furtado – The last few weeks have been short weeks. We've submitted our annual reports. Tomorrow I will meet with the D.O.R. people to discuss their findings. There is a good chunk of change that we owe the State for overruns on Howland Road. We have some old Chapter 90 funds in an account that we want to put towards the balance. We owe about \$600,000 for Howland Road.

Superintendents Report for January 7, 2013:

- Work in progress (with Mass Highway) to use old Town Chapter 90 funds to reduce balance owed due to Howland Road Overruns...also working with Mass Highway to develop an amortization the Town can meet
- Boston Hill Tank Water Bid Opening...
- Met with Bike Path Committee a few times to discuss options on David Drown Boulevard
- Washburn Ave...proposed edge of road requires tree removal...referred to Planning Department
- Christmas Party
- Completed/Submitted Annual Report

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- Meeting with Mattapoissett concerning Mattapoissett's valuation of the Town's Public Water Supply properties
- Met with Town of Acushnet concerning placement of Welcome to Fairhaven Signs where Alden/Main St meet
- Numerous digester startup issues/meetings/conference calls
- Preparation/respond to winter storm
- Assisting in Bid preparation for Taber/South Street pump stations and Aeration basin improvements...bid openings scheduled for February
- Met with Town's Economic Review Committee
- Internal budget meetings – in preparation for our meeting with the Board and with Selectmen

VII. Set Date for the Next Meeting

Mr. Hobson motioned to hold the next meeting on January 17, 2013 at 6:00 p.m. Ms. Sturtevant seconded. Vote unanimous.

VIII. Adjourn

Ms. Sturtevant motioned to adjourn at 7:09 p.m. Mr. Hobson seconded. Vote unanimous.

Respectfully submitted,

Kathy A. Tripp
Administrative Assistant

Minutes approved on January 17, 2013.