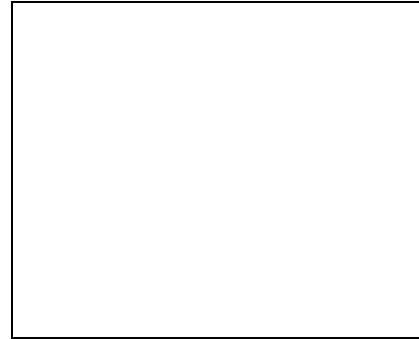


**Town of Fairhaven
Board of Public Works Meeting
January 6, 2014**

Present

G. Steven Riley, Commissioner
Robert Hobson, Commissioner
Kathleen Sturtevant Commissioner
Michael Ristuccia, Commissioner
Brian Wotton, 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 6:00 p.m.

II. Routine Matters

A. Signing of Departmental Bills

III. Approval of Minutes

A. December 30, 2013

Ms. Sturtevant motioned to approve the minutes of the December 30, 2013 meeting. Mr. Wotton seconded. Vote unanimous.

Mr. Riley – This is the second round of budget meetings. There is a Special Town Meeting in February. Because of the recent storms plowing and sanding we have already expended our allotted money and will be requesting \$20,000. We need to vote on deficit spending.

Mr. Wotton motioned to approve an article for Special Town Meeting in the amount of \$20,000 for snow and ice removal. Mr. Hobson seconded. Vote unanimous.

IV. Appointments

A. Highway, Sewer and Water Superintendents

Mr. Fortin – Everything is basically the same except for the Capital Outlay. I put in for \$21,000 for a vehicle replacement for #131. I had the mechanics look at it and there is a lot of body rot. It will be expensive to repair it. It's a 1998 van. Other than that it's exacting the same.

Mr. Riley – Any questions from the Board? One question with the possible budget scenarios of 0%, 1% or 2%.

**Town of Fairhaven
Board of Public Works Meeting
January 6, 2014**

Mr. Fortin – I've broken it down by summer help.

Mr. Riley – Are there any other opportunities in the budget?

Mr. Fortin – No.

Mr. Riley – Summer help?

Mr. Fortin – They work thru July. The hours would be cut or eliminated.

Mr. Furtado – Finance Committee was labor.

Mr. Fortin – This is the cost to run the department.

Ms. Schick – Same thing. We went thru most of the line items. Same thing, there would be a personnel cut. Nothing in operating.

Mr. Riley – Who would that personnel cut be?

Ms. Schick – it's on my salary sheet.

Mr. Hobson – How many employees?

Ms. Schick – Fifteen. The first to go would be summer help.

Mr. Hobson – Watchman and the weekend person?

Ms. Schick – Have to be the weekend person.

Mr. Hobson – How many hours does he work?

Ms. Schick – Ten hours on Saturday, Sunday and holidays.

Mr. Hobson – Do away with weekends. You have these people come in and they do three hours each with two guys that come in and leave.

Ms. Schick – The normal weekend shift is two people.

Mr. Hobson – Do away with that weekend person. Have the others work three hours in the morning and three in the afternoon.

Ms. Schick – Now they help each other. Everything is alarmed. There are increased hours because of the digester.

**Town of Fairhaven
Board of Public Works Meeting
January 6, 2014**

Mr. Furtado – The contract reads they have to take the test for the license three times I believe in the fiscal year. The current contract that was signed by June 30th, those four employees have to test for the Grade 5 license.

Mr. Hobson – Are they taking the test?

Ms. Schick – One may have taken the test.

Mr. Hobson - We gave them a year to get the license.

Mr. Furtado – I’ve been instructing classes with the four employees.

Mr. Riley – The union is well aware of that.

Ms. Schick – Only at the Treatment Plant you need a Grade 5. It’s not going to change the number of hours. It’s not going to change the budget.

Mr. Riley – 0%, 1% or 2%, summer help then watchman.

Ms. Schick – You still could keep watchman but work less hours.

Mr. Riley – Would the part time create more productively or the watchman?

Ms. Schick – Depends who I get for summer help. If you get rid of temporary help there will be no unemployment benefits.

Mr. Riley – Not this year. Cut summer help this year and then we’ll have to cut other position next year.

Ms. Schick – It’s also a union position .

Mr. Charbonneau – Park; again my budget hasn’t’ changed. No capital outlay. Cuts would be summer help. I only have one full-time employee in the Park Department. Reduce summer help to one from 14 to 13 weeks and 13 to 11 weeks. It’s not a big budget.

Mr. Hobson – How many parks do you take care of?

Mr. Charbonneau – Fifty-nine acres we cut grass for six or seven months a year.

Mr. Riley – How was the help this summer?

Mr. Charbonneau – Good.

Mr. Hobson – If you cut grass use the highway guys.

Mr. Charbonneau – I do that already.

**Town of Fairhaven
Board of Public Works Meeting
January 6, 2014**

Mr. Hobson – Combine the budgets.

Mr. Charbonneau – Doesn't matter. Highway; since the last time nothing has really changed except for capital outlay. I received a solid price on the Jet Rodder and the utility trailer. I'm also looking into a utility truck. Stay within the \$127,000. I don't have any solid numbers for the truck, that price is not available. As far as he cuts I will be losing a guy at -2%, and at 0% I'll be losing a guy and 1%. I can't make it up anywhere else.

Mr. Hobson – Anybody thinking of retiring?

Mr. Charbonneau – No one is retiring or leaving.

Mr. Hobson – Anybody on workers comp?

Mr. Charbonneau – One employee is out on sick leave and will be back in February.

Mr. Riley – The only one would be vehicle and building maintenance.

Mr. Charbonneau – Vehicle maintenance no way. I never have enough every year. I know we have new vehicles but we have a lot of old vehicles too. The yellow vehicles are big money.

Mr. Riley – The other one is the tool account.

Mr. Charbonneau – Possible.

Mr. Hobson – How about when we send these bids out to different contractors; lease of equipment does that come out of your budget?

Mr. Charbonneau – That's different. Mostly out of roadwork, sidewalk repairs.

Mr. Wotton – Park Department; try to shift a little here and there. Every other week in the summer time cut the grass, skip a week here and there. Leaf collection still a good idea to cut. Sell a few more stickers and generate some income. But obviously with this transfer station we wouldn't be able to do that.

Mr. Ristuccia – Come back to areas where there is some gray area like vehicle maintenance. There is a lot of money that we spend on vehicle maintenance. Use the same premise as we do in bids. Maybe we ought to start. Machine shops start shopping around for prices.

Ms. Tripp – Most of the equipment is repaired here. It's the loaders and backhoes that sometimes have to go to Caterpillar.

Mr. Ristuccia – Is it going to be the 1% or the 2%?

**Town of Fairhaven
Board of Public Works Meeting
January 6, 2014**

Mr. Furtado – My feeling is 1%. There are some fixed costs in order to provide the service.

Ms. Sturtevant – They’ve done a pretty good job. It’s rock bottom.

Mr. Furtado – With the 0 whatever percentage guideline Finance Committee said has to be salary open it up from somewhere else it’s the last resort. That’s where it’s heading. Water and sewer not a shortage.

Mr. Riley – Do our due diligence until the Finance Committee and Selectmen come up with a number. This year or next year at some point in time there will be cuts. Our employees are our biggest asset but they also cost the most.

Mr. Furtado – Unless you find another revenue source.

Mr. Ristuccia – What are the guidelines to letting somebody go?

Mr. Riley – Water and sewer it would be part-time help. Highway based on seniority.

Mr. Hobson - We used to have a lot of people come and go.

V. Items for Action

A. n/a

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

Superintendent’s Report for January 6, 2014:

From Last Meeting

- Recycle center to be open last Saturday of January and February (weather permitting) 9 a.m. - 1 p.m.

New Items

- Coordinate Traffic Study Effort – re: chicane on Oliver Street – using Engineering \$\$ approved by Selectmen
- Crosswalk request on Main Street from Fairhaven Housing Authority – Police not in favor
- Review Draft MEP Comments created by CDM to submit to DEP
- Continue to work on budgets
- Continue to work on Annual Report
- Snow Event – deficit spending

**Town of Fairhaven
Board of Public Works Meeting
January 6, 2014**

VII. Set Date for the Next Meeting

Ms. Sturtevant motioned to hold the next meeting on January 13, 2014 at 600 p.m. Mr. Ristuccia seconded. Vote unanimous.

VIII. Adjourn

Mr. Hobson motioned to adjourn at 6:40 p.m. Ms. Sturtevant seconded. Vote unanimous.

Respectfully submitted,

Kathy A. Tripp
Administrative Assistant

Minutes approved on January 13, 2013.