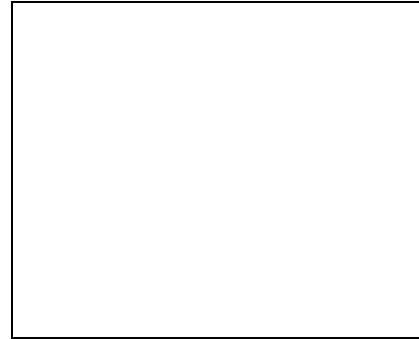


**Town of Fairhaven
Board of Public Works Meeting
October 19, 2015**

Present

Michael Ristuccia, Commissioner
Robert Hobson, Commissioner
Kathleen Sturtevant, Commissioner
Daniel Freitas, Commissioner
Vincent Furtado, BPW Superintendent
Kim Nogueira, Head Clerk
Jose Gomes, 42 Gellette Road



I. Call to Order

Mr. Ristuccia called the meeting to order at 6:00 p.m.

II. Routine Matters

A. Signing of Departmental Bills

III. Approval of Minutes

A. September 28, 2015

Ms. Sturtevant motioned to approve the minutes of the September 28, 2015 meeting. Mr. Hobson seconded. Vote unanimous.

IV. Appointments

A. Jose Gomes, 42 Gellette Road – Driveway Waiver for Cobblestones

Mr. Ristuccia - We have a copy of your application here, tell us about it.

Mr. Gomes – I have a large backyard so I dug up a second apron and put down some stone dust. I was sent a letter to fill out the driveway application and would like to put down a cobblestone apron to match the existing one.

Ms. Sturtavant – Cobblestone aprons in the Town layout are on you if they are damaged by plows.

Mr. Furtado – Yes, he would have to sign a waiver for the cobblestone apron.

Mr. Gomes – The other apron has been in for eight years and I have not had any problems.

Mr. Freitas – I don't have a problem as long as he is responsible for any damages.

Mr. Hobson – I don't have a problem with it either.

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Mr. Furtado – Past practice of this Board has been to fine the owner, not sure if that is applicable here.

Mr. Ristuccia – I think this case is a little bit different, he is going to sign the waiver and have an approved contractor install the cobblestone.

Ms. Sturtevant motioned to allow 42 Gellette Road a 12' cobblestone apron and require the owner to sign a waiver to release the Town from any damages. Mr. Freitas seconded. Vote unanimous.

V. Items for Action

A. Bay State Regional Contractors; Taber Street Pump Station – Payment #3 - \$154,551.84

Mr. Furtado - This payment request has been certified by the engineer and is for work completed for the month of August 2015.

Mr. Freitas motioned to approve payment # 3 to Bay State Regional Contractors in the amount of \$154,551.84. Mr. Hobson seconded. Vote unanimous.

B. BPW Safety Committee – Appoint 2 Board Members

Mr. Furtado – In the past we had a committee that seems to have fallen by the wayside. It consisted of a few employees from each department and two from management. We would only meet once every three months but it is a good way to find out the needs of all the departments. We are looking for two volunteers from the Board.

Mr. Ristuccia – Is anyone interested?

Mr. Freitas – I will volunteer.

Ms. Sturtevant – I will volunteer if I am here.

Mr. Ristuccia – I will fill in for you if you are away.

Mr. Hobson motioned to appoint Mr. Freitas and Ms. Sturtevant with Mr. Ristuccia as a substitute in the absence of Ms. Sturtevant. Ms. Sturtevant seconded. Vote unanimous.

C. GCG Associates – Agreement for Engineering Services; 245 Bridge St- \$2,960.00

Mr. Furtado – This agreement is to provide engineering service to oversee the drainage and parking lot improvements at Brahmin Leather. The money has been paid by the applicant for these services.

Mr. Freitas motioned to approve the agreement with GCG Associates in the amount of \$2,960.00
Mr. Ristuccia seconded. Vote unanimous.

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D. Water Rates

Mr. Furtado – We have to address the revenue coming in, there needs to be an increase in either the rates or the base charge. From what was billed out last year versus this year the water has a deficit of \$63,773.67 and the sewer a deficit of \$112,195.65. People are conserving but we need to generate more revenue. I have submitted a proposal to the Capital Planning Committee which I want to share with the Board. There are roughly 3500 residents billed at the first tier, 2500 at the second tier and 600 at the third tier. If we increase the rate on the first tier from 1.90 to 2.25 it would generate enough revenue for the water enterprise to break even for the rest of the year but there are many more projects that need to be done. This increase would only cost each homeowner another \$8.00 per bill which is reasonable.

Mr. Hobson left the meeting at 6:25 p.m.

Mr. Ristuccia – We have a responsibility to the resident to use our best judgement. The first thing I thought of was to increase the billing frequency to quarterly. We can wait and see what Tata & Howard presents to the Board and see what effect it would have on residents. It is much harder to pay for projects when money is only coming in twice per year.

Mr. Furtado – Another issue is only 94% of residents are paying their bills and the other 6% are the ones who owe the most.

Mr. Ristuccia - When will Tata & Howard be done with their report?

Mr. Furtado – Maybe by the end of the year, we have been providing them with a lot of information. I assume their report will state that we need to take in more revenue.

Mr. Ristuccia – I am sure they will provide us with several options as they have done it the past.

Mr. Freitas – I would like to make sure that we keep the West Island and North Fairhaven Improvement Associations informed.

Mr. Furtado – Yes, we will present the information to other Boards and keep the residents informed.

Ms. Sturtevant - I think the plan you submitted to Capital Planning was very good. The increases are in small amounts which makes it easier on the residents.

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

Mr. Furtado – I have nothing other than the Superintendent's Report if anybody has any questions.

Superintendent's Report for October 19, 2015:
From last meeting

- Employee submitted papers for retirement

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- Carefree Street Light second request made for repair
- Follow-up with Selectmen re: BPW votes concerning Town Manager language
- Can only vote via phone if Select board allow it
- SN Rd/Manomet will be addressed.

New Items

- Alpine and Main construction completed
- Work on various Departmental Capital Outlay Plans
- Attend Capital Planning Meeting
- Give employee discipline letter
- Attend vector demonstration
- Coordinate assistance with relocating Oxford School Bell
- Beach Erosion Grant Remediation at some SN Rd side streets receives preliminary approval by grant committee – full proposal due on November 6th
- Worked on, completed and mailed Coastal Zone Management grant application which, if awarded to us, will be additional monies that may be used for storm water pipe repairs at Jerusalem, Calumet, Briercliffe, etc.
- Worked on water rates that will be addressed at our next meeting
- Conducted training
- Capital planning committee meetings will now be televised
- Attended training in Framingham for water/sewer license credits
- Attended training in Devens, MA for water/sewer license credits
- Attended Mattapoisett River Valley Meeting
- Sewer Department needs to repair about 15 feet of 6 inch ductile iron at a 15 feet depth. Looking for prices

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Mr. Freitas – What was said about changing the language for the Town Managers position?

Mr. Furtado – I was told that I did not have to attend the meeting but I will get a copy of the minutes and see if we need to get on their agenda.

Mr. Ristuccia – I went to the Selectmen’s office to see if another issue was going to be on the warrant for Special Town Meeting and found out that this also needs to go back to Town Meeting to be corrected.

Mr. Freitas – There are people that advocated for this.

Mr. Furtado – It doesn’t matter the vote was 3 to 1 to retain the Board. We need to change the language based on the vote.

Ms. Sturtevant – I would like get approval from the Selectmen to be allowed to vote by telephone while I am away. I was elected and want to be involved. I think this board should vote before I proceed to the Selectmen.

Mr. Ristuccia – You are a long standing board member and I support you.

Mr. Freitas – I support you also.

Mr. Ristuccia – We can take a vote at the next meeting.

Mr. Freitas – I see time cards with missing times and a late punch, we should dock them.

Mr. Ristuccia – Is their one person in question?

Mr. Freitas – One maybe two. Next time through in a few from random people for us to see.

Mr. Ristuccia – When I worked if you didn’t punch your time card you didn’t get paid.

Mr. Freitas – This is a reoccurring issue and it should be addressed.

Mr. Furtado – I will speak with them.

Ms. Sturtevant – Are smaller rubbish containers available?

Mr. Furtado – I can ask I am not sure.

Mr. Ristuccia – When ABC was here they did say they would be available.

Ms. Sturtevant – I am asking because an elderly woman fell and we should be an advocate for them.

Mr. Ristuccia – Is the work at Livesey Park skate park done?

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Mr. Furtado – No, he is just beginning.

Mr. Ristuccia – I lifted the handle to open the door for the hockey rink and it almost fell off.

Mr. Furtado – I will let John know.

Mr. Ristuccia – Pat Fowle wanted our help to figure out a way to help residents who are unable to drop off their electronics at the recycle center. I thought maybe residents could purchase a sticker for a flat fee from the office to place on their item and we could send someone to pick it up at the curb. Maybe this would keep them off the roads.

Mr. Freitas – They would have to be at the curb, we won't go into houses.

VII. Set Date for the Next Meeting

Ms. Sturtevant motioned to hold the next meeting on November 2, 2015 at 6:00 p.m. Mr. Freitas seconded. Vote unanimous.

VIII. Adjourn

Ms. Sturtevant motioned to adjourn 7:10 p.m. Mr. Freitas seconded. Vote unanimous.

Respectfully submitted,

Kim Nogueira
Head Clerk

Minutes approved on November 2, 2015.