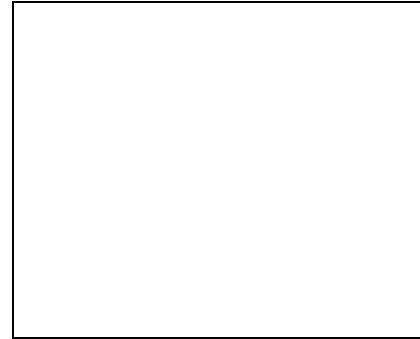


**Town of Fairhaven  
Board of Public Works Meeting  
January 11, 2016**

**Present**

Michael Ristuccia, Commissioner  
Robert Hobson, Commissioner  
Brian Wotton, Commissioner  
Daniel Freitas, Commissioner  
Vincent Furtado, BPW Superintendent  
Kathy Tripp, Administrative Assistant



Ms. Sturtevant was not in attendance but was listening via cell phone.

**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. January 4, 2016**

Mr. Wotton motioned to approve the minutes of the January 4, 2016 meeting. Mr. Hobson seconded. Vote unanimous.

**IV. Appointments**

n/a

**V. Items for Action**

**A. Articles for FY17 Town Meeting**

Mr. Furtado – The first article is State Aid to Highways Chapter 90. This is to authorize the BPW to use the funds every year. The next one is the road work article. The Capital Planning Committee has given the Highway Department \$300,000. It's up to you to pick the three streets depending on the money. On the spreadsheet for the road work article it lists all the streets. John and I ranked them; Union, Harding and Farmfield, but I know we've been typically doing one gravel road every year so if you want to do two out of three and do Capeview Street or Billy's way. It's up to you.

Mr. Hobson – That gentleman last week has lived on Capeview Street for forty years and it's a dirt road. I'd like to see Capeview. Drops off when it rains. I don't mind doing two other streets. Next Akin Street.

**Town of Fairhaven  
Board of Public Works Meeting  
January 11, 2016**

Mr. Furtado – On the water the main, it needs to be replaced on Akin and sewer is needed. Plan on that in FY18.

Mr. Hobson– Capeview, other two streets, one in the center and one in North Fairhaven.

Mr. Furtado – One, two and four.

Mr. Wotton – My thoughts exactly like Hoppy. Harding would put us way over. One and four, not the two or three to get to the \$300,000 number. At this point of the year I don't know about snow. We may save a little bit of money as far as the road work. I hate to see them decrease.

Mr. Ristuccia – What about Billy's Way? Those folks have been in front of us three or four years in a row. Its \$55,000 and it's not that far from Capeview.

Mr. Wotton – He has actually come in a few times.

Mr. Hobson – People from other streets came before us too.

Mr. Wotton – One, four and eight, which would be Billy's Way if we had to stick to that \$300,000 number.

Mr. Freitas – I'm more partial to doing one in each of the areas in town. What is the name of the street before Weeden Road?

Mr. Furtado – Next year Akin.

Mr. Freitas – No, not that one.

Ms. Tripp – Welcome Street but it's not accepted.

Mr. Freitas – Right now we are at \$357,000. We are getting \$300,000 so we have to lose \$60,000 somewhere and I wouldn't have a problem doing Billy's Way. Capeview is \$130,000, Harding at \$116,000 and Billy's Way at \$55,000.

Mr. Furtado – I just like the idea if we could do Union, Harding and either Capeview or Billy's Way.

Ms. Tripp – If the Finance Committee won't give you Plan A, you should have a Plan B.

Mr. Ristuccia – Union and Harding and then Capeview. And if they say \$300, can we use Chapter 90 money?

Mr. Furtado – Yes. If not, one, four and eight.

**Town of Fairhaven  
Board of Public Works Meeting  
January 11, 2016**

Mr. Hobson motioned to select number one, Union Street; number two Harding Road and number four Capeview Street. Mr. Wotton seconded. Vote unanimous.

Mr. Wotton motioned to approve the State Aid to Highway article. Mr. Freitas seconded. Vote unanimous.

Mr. Furtado – The next article is for the BPW Stage II Vapor Recovery System. Right now we have the Stage 1 system. Captures the vapors, regulations have changed. The State says we need to decommission the old one to comply.

Mr. Wotton motioned to approve the article for the BPW Stage II Vapor Recovery System. Mr. Freitas seconded. Vote unanimous.

Mr. Furtado – A couple years ago the Town Hall upgraded their system. We have no voice mail. It's just upgrading the system. Someone came by and he is going to get us a price. I think the intention in 2013 was they wanted to include us but they didn't get the dough. I would guess it would be around \$5,000.

Ms. Tripp – We can submit the article and then pull it later if it's too much money.

Mr. Freitas motioned to approve to upgrade the telephone system at the BPW Building and WWTP with no sum of money yet submitted. Mr. Wotton seconded. Vote unanimous.

Mr. Furtado – The next article is an annual thing. DEP sends us a water bill. It's \$8.50 for every million gallons that we pump so it just has to be approved. Water Department \$8.50 based on 2014 numbers.

Ms. Tripp – No, that's what it's for. It's to do with the Water Management Act thru DEP about water withdrawal. We currently have a contract with Tata & Howard to help us oversee this. Nothing has been decided yet with the State and we don't know how long it's going to take.

Mr. Wotton motioned to table the article for the Water Management Act. Mr. Freitas seconded. Vote unanimous.

Mr. Furtado – Next thing I want to do is to hand out another article that Tom Crotty is going to draft thru the Board of Selectmen based on the Town Manager Act. Turn the second page, #5. It's small but it says that the Town Manager is going to direct all departments. Highway, Water, Sewer and Park are going to be eliminated. Article to take care of eliminating that and #7 and #11 except School Department and BPW. Number 11 with the approval of the Board of Selectmen and School and BPW since the Town is not going to vote on this until May. Invite the Town Manager here for the contracts. Number 13 "assist the town administrator in preparing the proposed budget of revenue and expenditures, the Finance Director, etc. including the Schools and BPW." One article is going to have all the changes. Number 21 be responsible all the town buildings, except for schools and the building we are in. The other article is the reference of the BPW vote so it can't go to the ballot any longer. The only other article are those that pertain to the capital planning committee for more than \$20,000. Highway road work and a new #26, 6 wheel dump that will cost about \$140,000 that was approved by the Capital

**Town of Fairhaven  
Board of Public Works Meeting  
January 11, 2016**

Planning Committee way back when. Water has nothing and sewer is predicated on the vote to raising the rates. Clarifiers, couple of pump stations and I & I work. Those are all the articles.

**B. Procedure for Minutes**

Mr. Ristuccia – Brought to our attention that in the packets given to us on Friday we are not the only people it's given to. It's given to the superintendents. I just don't feel why they need it. It's on here to talk about it.

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

Mr. Ristuccia – The problem I have is we talk about something tonight it's in the minutes. People are reading it before we are. I don't think that's right.

Mr. Wotton – What I actually think we are talking about is eliminating what could be in executive session. If we have a problem and talk about it in executive session, I don't think that should be. Inside information. That could be thru the gossip channels.

Ms. Tripp – I never give them executive session minutes before they are approved. They can watch the meeting on cable before the minutes are approved.

Mr. Wotton – When does the tape show on cable?

Mr. Furtado – It depends.

Mr. Freitas – Just give them the agenda. Something on the agenda they would like to come in for. We generate a lot of paper.

Ms. Tripp – I only give superintendents what's to do with their department.

Mr. Hobson – I'm okay with it either way.

Mr. Freitas motioned that the agenda is given to the superintendents and any superintendent report, anything else come to the meeting. Mr. Wotton seconded. Vote unanimous.

**C. Previous Fiscal Year Park Budgets**

Mr. Ristuccia – In 1981 we had three full time people plus 2500 hours of summer help. Look at what we have today, one full time employee and two summer help.

Mr. Furtado – 1680 hours.

Mr. Ristuccia – Look at what we care for, 46.43 acres of parks and fourteen acres of beaches. That's a lot of park stuff to take care of. We need more summer help in the park department. We now have the

**Town of Fairhaven  
Board of Public Works Meeting  
January 11, 2016**

obligation of the two other schools. My thinking is we need to talk about it. The information we have here we'll get what we need because it warrants it.

Mr. Furtado – The point is to provide information to the finance committee. One of the current members worked in the park department.

Mr. Freitas – I have to say looking at the 1987 list of people and some of these names haven't heard since then. Quite a few and now less. Drastically less people. Get more people working during the summer. Benefits the town. In 1987 they had a total of about fifteen people working between the beach and cutting grass. Not even in the ball park. We definitely need to get some more people involved. Last year the town beach bringing on for parking. On certain days last year it was a fiasco. I'm all for more people to help John out.

Mr. Wotton – I'm all for it. What I don't want to do is compare 100% better than back then. The size of the lawn mowers is costing a lot of money. We have to compare apples to apples. We need another laborer. The department needs another full time employee in the winter months. Drainage and detention clearing. Subcontract that now so we might be able to get that done. We need to keep pushing this issue. A lot of acreage a lot of work weed whacking. Better list of what that department does. We are pulling personnel from the highway department.

Mr. Ristuccia – When do we go in front of the finance?

Mr. Furtado – We don't have a date yet. Probably sometime in March.

Mr. Hobson – We definitely need more summer help or a full time employee.

Mr. Ristuccia – When do they start cutting grass?

Mr. Wotton – Depends. Sometimes it's in May. Come June and July weeds. Crabgrass and the weeds.

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

Superintendent's Report for January 11, 2016:

From last meeting

- Checked with Selectmen re: BPW Articles to change TA language
- Dogwood – between Fisherman and Gull Island – ruts will be fixed once the puddles dry out

New Items

- Work on annual report
- Confer with Town Counsel re: Executive Session Matters
- Researching Article issue re: TA/BPW Language change – Town Counsel is writing Articles

**Town of Fairhaven  
Board of Public Works Meeting  
January 11, 2016**

- BPW Articles for Town Meeting
- Construction progress meeting for Taber Street pump station rehab
- Received signed contract for Coastal Zone Management Grant
- Receive resignation letter from employee

Mr. Furtado – The only thing I have is Kathy put in the packet the annual report and it was submitted to town hall. There is still time if you wanted something changed.

Mr. Hobson – Mr. Charbonneau took care of the bike path near Little Bay, picked up the garbage, did streets on Wilbur’s Point and West Island.

Mr. Furtado – I received an email today. We applied for two coastal zone grants. We got both for Briercliffe and Calumet, design and construction.

Mr. Wotton – I received a call from a resident to thank the department on Manomet Street. Farmfield Street pavement turns to dirt there is a plate there. It’s shifting. Go around it a lot of potholes where it turns to the beach.

Mr. Freitas – Recently informed we are losing a long term employee. He was here twenty-two years if we could right him a letter thanking him for his service.

**VII. Set Date for the Next Meeting**

Mr. Wotton motioned to hold the next meeting on January 25, 2016 at 6:00 p.m. Mr. Freitas seconded. Vote unanimous.

**VIII. Adjourn and Executive Session**

Mr. Wotton motioned to adjourn the open session at 6:44 p.m. and enter into executive session and not to reconvene to discuss a personnel matter. Mr. Freitas seconded.

In favor: Mr. Ristuccia, Mr. Hobson, Mr. Wotton and Mr. Freitas.

Respectfully submitted,

Kathy A. Tripp  
Administrative Assistant

Minutes approved on January 25, 2016.