

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

Present

Michael Ristuccia, Commissioner
Robert Hobson, Commissioner
Brian Wotton, Commissioner
Vincent Furtado, BPW Superintendent
Kathy Tripp, Administrative Assistant
Antone Medeiros, Jr., A. Medeiros Contractor
Patrick O'Neale, Tata & Howard
Meghan Dineen, Tata & Howard



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. March 28, 2016

Mr. Wotton motioned to approve the minutes of the March 28, 2016 meeting. Mr. Hobson seconded. Vote unanimous.

IV. Reorganization of Board Members

Mr. Hobson – I would like more than the three of us here. Mr. Freitas became a selectmen and Kathy isn't here. I'd like to wait two to three weeks until Kathy gets back and appoint a new member. That would be the fair way.

Mr. Wotton motioned to table the reorganization of members until all members are present. Mr. Hobson seconded. Vote unanimous.

V. Appointments

A. Interviews for Heavy Motor Equipment Operator

1. Adam Remillard

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Mr. Remillard – I'm out of the military and recently applied to the highway department for the town. I grew up here. My next door neighbor told me about the position. My dad was on the fire department.

Mr. Furtado – Adam is a veteran.

Mr. Remillard – I was a Marine for thirteen years.

Mr. Furtado – Brian and I interviewed him.

Mr. Ristuccia – You hurt your foot?

Mr. Remillard – I cannot stand still for five to six hours. I can't run that well anymore. I probably could have stayed in but I decided to get out for medical reasons.

Mr. Hobson – Thank you for serving the county. I'll just say to you that this job is not 100% truck driver. If you say you can move around. You'll be on probation for six months. Before the six months you'll have a review and if you do a job with Mr. Charbonneau you'll be all set.

Mr. Furtado – As part of the process you will have a ninety and one-hundred eighty day review.

Mr. Wotton – I met Adam a few weeks ago and he was our first choice. He is here tonight because he was in front of the hiring committee and we are here to hire this evening. No problems with him and I recommended him for the position and I still do.

Mr. Wotton motioned to hire Adam Remillard for the position of HMEO for the Highway Department. Mr. Ristuccia seconded. Vote unanimous.

B. Patrick O'Neale, Meghan Dineen; Tata & Howard – Re: Water Rates

Mr. O'Neale – I am Patrick O'Neale, Vice President of Tata and Howard and this is Meghan Dineen, Project Engineer. We have looked at your rates for water to update them and have copies of the documents. I'll run thru them. Table 1 we went thru with the assistance of Kathy, Ed and Vinnie. These are the expenses for the department, salaries and wages, operating costs, capital outlay, direct and indirect costs, retained earnings, water district and then the total operating of maintenance budget and the bonded capital improvements. In 2019 it's extended out and existing debt service. Total budget with bonded projects and existing debt. Page 3 we have a table of non rate revenue; hydrant fees, backflows, etc. Table 2 lists the capital improvements paid out of the budget, new truck, roof replacements and water leak detection with the total of capital improvements. Each of these we took the proposed FY17 budget forecasted forward each item and escalation which happens historically or good exculpation numbers going forward. Page 4, Table 3 shows the current rates, base charge and into the current rate structure are the rates per block. Go down the columns the revenue model with five new users per year at a 94% collection rate. Compare that total revenue and expenses and the bottom line is a surplus or deficit year to year. FY16 will have a deficit based on the current rates. Page 5, Table 4 is the setting of new rates to balance the budget. Right now there is one more billing cycle that will have the rate increase for FY16 and the rates for the 3 tiers is a 10% increase on the rates. \$5 increase

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in the base charge. Those changes allow for a \$38,000 surplus for FY16. So those rates hold thru FY18 and then the notes under Table 4 we've included a 5% rate increase only for FY19 and 4% in FY20.

Mr. Furtado – So if you decide to raise the rates now you won't have to touch them until 2019.

Mr. O'Neale - Table 5 on page 6 is multi housing. We looked at different options. Not many Towns treat multi-housing any differently. We recommend for ten plus unit multi-housing for services that have one meter that they be charged in the first and second tier.

Mr. Hobson – We have a lot of elderly housing.

Mr. O'Neale – This one quarterly came in and complained. Most of their charged consumption is in the third tier.

Mr. Hobson – The elderly in the housing and twenty condos.

Mr. Furtado – Ten or more units on one meter.

Mr. O'Neale - The drawback is you do lose some revenue. 2016 without \$38,000 surplus it drops to \$24,000. Then you're still good thru FY18.

Mr. Furtado – By implanting this rate it's \$20,000 that it's costing us without putting it on the other folks.

Mr. Ristuccia – Only break is because their bill almost doubled.

Mr. O'Neale – So the rates stay the same thru FY18, require a 6% in FY19 rather than 5% because of that multi-housing. I would say it is the right thing to do for that group.

Mr. Wotton – This is the right way to go. Housing and condos try to be fair. They were built twenty to forty years ago and did not individual meters. Broke it down they were paying astronomical from what they should have been.

Mr. Hobson – Thank you for coming in and explaining. Public non-profit. We don't make money selling water.

Mr. Furtado – You want some left over to do projects.

Mr. Hobson – Goes back into the system.

Mr. Furtado – Right now we are \$80,000 in the hole.

Mr. O'Neale – There is some capital work in here. Capital efficiency plan. There is a lot to be done.

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Mr. Furtado – I didn't put any projects in the capital plans this year in the water. I went in front the Finance Committee last Thursday. They are well aware of these numbers. They emphasized if we not raise the rates they will not approve this budget.

Mr. Ristuccia – I look at what's here and thank you for it. Just because I've seen a few. Done quite perfectly, it's easy to understand. Some of what we are raising the rates for is to do capital improvements and some not just charging enough now. I think that it should be addressed that way on the bill. Some rate increase and some capital improvements fee on the bill.

Ms. Tripp – You have to vote on this tonight to give us a chance to set up the bill. All the readings are done and ready to go.

Mr. Furtado– They have set up the account for the sewer fee.

Mr. Wotton – I think a letter that states why the capital improvements and based on our dinosaur system it needs to be upgraded to the numbers proposed and have to shift accordingly. A letter should go out with the bill.

Mr. Wotton motioned to approve the Table #5 for 2016 and 2017 and to include the multi-family 10" units with one meter to charge the first two tiers effect July 1, 2016 and include a letter to explain the rate increase. Hobson seconded. Vote unanimous.

VI. Items for Action

A. Request for Transfer – Highway Department; Snow & Ice

Mr. Furtado – I went in front the Finance committee to request deficit spending for snow and ice. Now they want since Mark has been here a new form voted on by the board. Nothing different but it's just procedurally things have changed. Transfer from the reserve fund instead of tax levy.

Mr. Wotton motioned to sign the transfer of \$15,000 for the Highway Department Snow and Ice Account. Mr. Ristuccia seconded. Vote unanimous.

B. ESS Group Agreement

Mr. Wotton motioned to accept and enter into contract with the ESS Group for a grant from the federal government for \$58,650. Mr. Hobson seconded. Vote unanimous.

C. Shore Drive Roadway Reconstruction Project – Sign Contract Agreements

Mr. Furtado – We have to table. Town Counsel called today to say they are ready. The project has to be done by May 13th.

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

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Superintendent's Report for April 11, 2016:

From last meeting

- Fill/grade Karen Avenue and Henry/Club Street – scheduled
- Began requiring contractor disclosure sheet for brush – we need to speak about this
- Preconstruction meeting for Seaview Ave – project needs to be complete by mid-May
- Highway has been working on areas damaged by plows

New items

- Attend staff meeting with Mark Rees – review BPW STM Articles
- Met with Mattapoisett River Valley Subcommittee – reviewed plans
- Conducted HMEO interviews
- Continued with Budget Reviews
- Conducted Interviews for Stormwater Person who will help Town with Grant
- Mark Rees was invited and appeared in front of Highway Union – explained to them that Town wants to negotiate after Town Meeting
- BPW Superintendent's appeared before Fincom to discuss budgets and articles
- Conferred with Tom Crotty re: Union Negotiations
- Conferred with Tom Crotty re: my contract – Town Counsel wrote my new contract
- Met with Ken Cram of Bayside Engineering – safety improvement plans (Bike path at Scoticut Neck Road) are nearly complete – next phase of project will be construction – we also spoke of West Island Stop Sign Study
- Attended DEP Water Testing Training in Lakeville – as regulations have changed
- Sewer capital fund has been set up. It needs to be voted on in Special Town Meeting. Further, in order to use any \$\$ from this account at any time, moving forward, has to be an article at STM
- Attended Supervisor Training for Town of Fairhaven at Sylvia Insurance

Mr. Wotton– Filling in that side street, Karen Avenue. They did a phenomenal job.

Mr. Furtado – They did Club and Henry too.

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Mr. Wotton – Farmfield Street, there is monster hole right after the pavement where it goes to dirt.

Mr. Hobson – 5k on West Island. You or Charbonneau go around making sure there are no potholes; Town Beach and Hoppy's. We have nothing to do with Union Wharf?

Mr. Furtado – No.

Mr. Hobson - It should be done by now. Tree Warden; there are a lot of trees around town sticking up.

Mr. Ristuccia - Stop signs in your report at West Island. I didn't realize they were on somebody's radar. Is that coming closer?

Mr. Furtado – They didn't want to do it until the beach season. They will be getting me a proposal.

Mr. Ristuccia - Noticed that the bike passing on Sconticut Neck is nearly complete.

Mr. Furtado – Yes, the design and from that the safety improvements. Chapter 90 will pay for that. The completion of the design John and I will look at it and bring it to the Board.

Mr. Wotton – The contract discloser for the brush.

Mr. Furtado – From the last meeting we implemented a discloser sheet. Nothing written requires the contractor that it has to be a Fairhaven piece of brush. Moving forward we are going to undo when we need to hand out the permit please be aware this disclose sheet is part of this package.

Mr. Wotton – I understand where we are coming from. The guy at the gate has no idea. They don't know where the stuff is coming from the shop. I can't decipher where either.

Ms. Sturtevant – Winsegannset after the snow removal from the creek down. Look at that. I'd like to thank Dan Freitas for his service on BPW and congratulate him as the new selectmen.

Mr. Ristuccia – I appreciate it. Years of service on a public board and congrats to him.

V. Appointments (Continued)

C. Antone Medeiros, Jr. – Re: Driveway Waiver, 233 Adams Street

Mr. Medeiros – This gentlemen at 233 Adams Street, he built a new garage on Wilding Street so right now what he has is a 24' wide and 23' opening for that main garage. He is 90 years old. Already has an opening for the tiny garage. He wants a horseshoe driveway. They have grass in between the two and he has trouble walking down the sidewalk. We'd like to do blacktop but John usually wants concrete because that's what the neighbors have.

Mr. Wotton motioned to allow the 23' opening and 12' horseshoe driveway opening. Mr. Ristuccia seconded. Vote unanimous.

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Mr. Wotton – We'll look at the sidewalk and vote on it at the next meeting.

Mr. Furtado –There is a meeting on April 25th for me for town meeting prep at 7:00 at the Town Hall. May 2nd is with the Selectboard to discuss Dan's replacement.

VIII. Set Date for Next Meeting

Mr. Wotton motioned to hold the next meeting on April 25th at the BPW at 6:00 p.m. Mr. Ristuccia seconded. Vote unanimous.

IX. Adjourn & Executive Session

Mr. Wotton motioned to adjourn the open session at 7:00 p.m. and enter into executive session to discuss personnel matters.

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

Respectfully submitted,

Kathy A. Tripp
Administrative Assistant

Minutes approved on April 25, 2016.