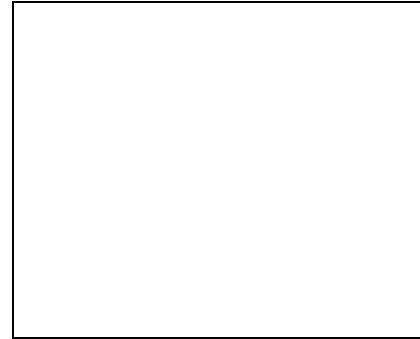


**Town of Fairhaven
Board of Public Works Meeting
October 16, 2017**

Present

Michael Ristuccia, Commissioner
Brian Wotton, Commissioner
Robert Hobson, Commissioner
Keith Silvia, Commissioner
Vincent Furtado, BPW Superintendent
Kathy Tripp, Administrative Assistant
Linda Schick, Sewer Superintendent
Nicholas Parker
Ryan Robillard



Mr. Durant was not in attendance.

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

Mr. Wotton motioned approve the minutes of:
March, 21, 2016 – Executive Session (a)
March 28, 2016 – Executive Session (a)
May 23, 2016 – Executive Session (b)
June 6, 2016 – Executive Session (a)
June 6, 2016 – Executive Session (b)
December 5, 2016 – Executive Session (a)
December 5, 2016 – Executive Session (b)

Mr. Ristuccia seconded. Vote 3-0 in favor with Mr. Silvia abstaining.

Mr. Wotton motioned to approve the minutes of June 12, 2017 Executive Session. Mr. Ristuccia seconded. Vote 3-0 in favor with Mr. Hobson abstaining.

Mr. Wotton motioned to approve the minutes of June 26, 2017 Executive Session. Mr. Hobson seconded. Vote unanimous.

Mr. Wotton motioned to approve the minutes of July 24, 2017 Executive Session. Mr. Hobson seconded. Vote 3-0 in favor with Mr. Ristuccia abstaining.

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Mr. Wotton to approve the minutes of September 11, 2017 Executive Session and September 25, 2017 open session. Mr. Silvia seconded. Vote unanimous.

IV. Appointments

A. Interview for Sewer System Maintenance Craftsman

Nicholas Parker

Mr. Parker - I've been at the wastewater treatment plant since last December. I've been trying for my grade 4 and I made several attempts. I just got my 3 today.

Mr. Ristuccia – I thank you for that.

Mr. Hobson – We need grade 4 and 5 people. I don't mind promoting you but there needs to be a limit on time to get his next license. Weekends need a 4, 5 and 6.

Ms. Schick – He can work weekends as a 3 as long as he has a 5 with him.

Mr. Hobson- I want to put a stipulation in a year upgrade to a 4 or 5. We never enforce the rule.

Mr. Furtado – We never enforce the rule. It got squashed in contract negotiations that they have to test so many times per year. The thought at \$100 a whack and take the test three times.

Mr. Parker – I worked very hard for this license and it means a lot to me.

Mr. Wotton – He passed grade 3 so he's moving in the right direction.

Mr. Ristuccia – What do you need to run the plant?

Ms. Schick – On weekends if you are a 3 you have to have a 5 with you. He can cover West Island. They can do all the stations but he can't be in the plant by himself.

Mr. Wotton – How many times did you take the test?

Mr. Parker – I took two. I'm trying to buy a house so I have to take that into consideration. I can't take the test eight times and blow \$800.

Ms. Schick – He is signed up to take the intermediate test.

Mr. Ristuccia – He's a good employee and works hard and it shows. Mr. Hobson is right that you need to get those things. Be diligent and Mr. Furtado would be happy to work with you.

Mr. Silvia – Give him some time to get it.

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Mr. Ristuccia motioned to promote Nicholas Parker as the sewer system maintenance craftsman and with the stipulation that he continue to get the grade 4 or 5 license and the superintendent will assist him as possible. Mr. Wotton seconded. Vote unanimous.

B. Interview for Sewer System Maintenance Man

Ryan Robillard

Ryan Robillard – I’ve been working for the sewer for seven months now as temporary. I’d like to get in for the maintenance man permanent position.

Mr. Hobson – Were there any other applications?

Ms. Schick – No, Ryan has been here since March. He is doing it very well.

Mr. Hobson – Not advertised job?

Ms. Schick – The young man has been doing the job.

Mr. Hobson - If we had a temporary job how come we never advertised it?

Ms. Schick – Posted on the website. No one in the union applied.

Mr. Ristuccia - There is a probationary period.

Mr. Hobson – Don’t you need a license?

Mr. Furtado – This position doesn’t require it. Reason why no one out there. The field is depleted.

Mr. Wotton motioned to approve Ryan Robillard as the sewer system maintenance man with the stipulation that he continue to get the wastewater license. Mr. Silvia seconded. Vote unanimous.

V. Items for Action

A. Insituform – Pay Requisition #1

Mr. Furtado - This is for the relining of the sewer main on the bike path; \$208,487. The engineer has signed off.

Mr. Wotton motioned to approve Pay Requisition #1 to Insituform in the amount of \$208,487. Mr. Silvia seconded. Vote unanimous

B. BPW Rules and Regulations – Employee Handbook

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Mr. Furtado – Kathy put together an employee handbook.

Ms. Tripp – The last time it was done was in 1994. There are a lot of additional papers for new regulations that new employees have to sign so I wanted to get it into one document.

Mr. Wotton motioned to accept new employee handbook as presented. Mr. Ristuccia seconded. Vote unanimous.

VI. Tabled Matters

Mr. Furtado – Stantec chose not to come in. They have the right to impose the fee as perception was to wait. It's \$15,000 right now.

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

A. Marine Resources Committee

Mr. Hobson -There hasn't been a meeting since the last meeting. The Town has a special spot at Union Wharf and there is some controversy on how someone got it. There are people on a list and this person jumped in there.

Superintendent's Report for October 16, 2017:

From Last Meeting

- Requested brush cutting from MA DOT
- John obtained quotes for bleachers at Livesey
- Drain issue taken care of at Laurel/Farmfield

New Items

- Ed Fortin retired – congratulations and thanks are due to him for serving the Town so well and so long - I am serving as the signatory for the Water Department in the interim – job posting was drafted and finalized and placed on MWWA, PCWA, NEWEA, MMA, and our Town Website – deadline for applications is November 3 – which we can extend if necessary – 3 applicants so far
- Met with Ed re: water “to do” list
- Working with ABC to create an addendum to our current curbside rubbish contract to pick up leaves during the 4 weeks in November
- EPA signs our NPDES permit – work with Team to begin the appeal process to afford us the necessary time we need for negotiation
- Attend BBAC monthly meeting

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- Write letter to Unitarian Church re: contractor damage to brick sidewalks
- Meet with James Wing re: sewer extension at Sunset Beach Road
- Meet with All Security re: upgrade to BPW perimeter security cameras
- Meet with resident at 15 Brook Drive re: drainage issue
- 330 Main Street had fire flow test – emailed board re: dirty water – had already put notice on Town’s website and facebook pages
- Sent correspondence to Selectmen re: BPW compliance with Selectmen Goals
- Attended/chaired monthly Mattapoisett River Valley Meeting
- Emailed/Conversed with our labor attorney re: FMLA issues
- Kathy and I wrote BPW newsletter which will be included with the water bills during the next billing period
- Emailed archeological consultants as a follow up to quotes

Mr. Hobson - People from Diamond and Capeview Street want to know when they are going to start working on it.

Mr. Furtado - Go around from last time. Capeview survey was done one day last week. Diamond won't be till next spring.

Mr. Hobson – On Sconticut Neck Road across from Grandview and Briercliffe on the west side of the road there is a manhole cover that's loose. Down at Hoppy's Landing at the driveway look into putting something in there before the winter; two different spots. Hook up with the shellfish. People are getting flat tires with their trailers.

Mr. Silvia – Nothing.

Mr. Wotton - I'd like to thank Mr. Fortin for his forty-four years of service for the Town of Fairhaven as he officially retires. He was the superintendent of the water department and worked here forty-four years. He will be greatly missed.

Mr. Furtado – Leaf pickup will be starting. It's the first four weeks in November. You saw the newsletter Kathy and I put together. The BPW had done it years ago and we thought we would put it in the water and sewer bill. We had quite a few instances this year with dirty water and the NPDES process of appealing the permit to negotiate more time. In the absence of the water superintendent, Karl has been doing a very good job. Job description put in a few places. We will see. Deadline is November 3rd. If it's not a good applicant pool we could ask for an extension. I submitted the capital plan today.

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VIII. Set Date for the Next Meeting

Mr. Wotton motioned to set the next meeting for October 30, 2017 at 6:00 p.m. Mr. Ristuccia seconded. Vote unanimous.

IX. Adjourn and Executive Session

Mr. Wotton motioned to adjourn open session and go into executive session and not to reconvene in open session at 6:40 p.m. to discuss personnel matters.

Roll call taken: Mr. Ristuccia, Mr. Wotton, Mr. Hobson and Mr. Silvia in favor.

Respectfully submitted,

Kathy A. Tripp
Administrative Assisstant

Minutes approved on October 30, 2017.