



TOWN of WAREHAM
Board of Selectmen/Sewer Commissioners
MEETING AGENDA

7:00 PM – Room #320 Multi-Service Center, 48 Marion Road, Wareham Massachusetts

1. CALL TO ORDER BY CHAIRMAN

2. ROLL CALL

3. ANNOUNCEMENTS

4. CITIZENS PARTICIPATION

5. WESTFIELD DISCUSSION

6. CONSENT AGENDA

- a. Authorization to sign bills and documents, etc.
 - (i) Cromesett Park & Oakdale Sewers – Contract No. 2 – CDM Construction Services- Invoice Nos. 7 & 8.
 - (ii) Sewerage Works Improvements – Linwood/Ladd, Tempest Know and Parkwood Beach Sewers – Contract No. 1 – CDM Construction Services (Field) Invoice Nos. 11 and 12.
- b. Approval of minutes: Regular session minutes of May 13, 2010 & February 1, 2011; Executive session: July 1, 2010, March 22, 2011.
- c. Wareham Affordable Housing Trust - discussion of appointment process.

7. LICENSES & PERMITS

- a. Application from Wareham Village Association, c/o Jackie Lindsey, 208 Rear Main Street, Wareham, MA for the use of Merchant's Way for the 15th Annual Swan Festival on Saturday, July 9, 2011 from 10:00 a.m. to 3:00 p.m. with a rain date of July 16, 2011.

8. TOWN ADMINISTRATOR'S REPORT

- a. Leadership Team.
 - b. Legal Advisory – Notable Highlights New Regulations from the State Ethics Commission.
 - c. Onset Stonebridge sewer pipe replacement
 - d. New street sweeping program – update.
- Status Report of ongoing issues/projects.

9. TOWN BUSINESS

- a. Reading of proclamation for Dr. Charles Gleason.
- b. Meeting with Swifts Beach homeowners association.
- c. Discussion with Wal-Mart re. Sewer capacity.
- d. Discussion re. FY2010 Independent Audit.
- e. Any other town business.

10. SEWER BUSINESS

- a. Town of Bourne Usage Fee – 4th Quarter Billing.
- b. Any other sewer business.

11. LIAISON REPORTS

12. ADJOURNMENT

13. SIGNING OF DOCUMENTS APPROVED BY THE BOARD

MINUTES OF MEETING OF SELECTMEN/SEWER COMMISSIONERS

Date of Meeting: April 5, 2011
Date of Transcription: October 27, 2011
Transcribed by: Rebecca Benitez-Figueroa

1. CALL MEETING TO ORDER BY CHAIRMAN

2. ROLL CALL

Selectmen Present: M. Jane Donahue, Chairman
Walter B. Cruz, Sr., Clerk
Brenda Eckstrom
Cara A. Winslow
Stephen Holmes

Also present: Mark J. Andrews, Town Administrator

3. ANNOUNCEMENT

Selectman Cruz presented a Certificate of Recognition for services to the Town of Wareham to Selectman Brenda Eckstrom.

Selectman Winslow presented a Certificate of Recognition for services to the Town of Wareham to Selectman M. Jane Donahue.

Selectman Holmes presented flowers to Selectmen Donahue and Eckstrom.

4. CITIZENS PARTICIPATION

Present before the Board: Barbara Sullivan, Director of Wareham Boys & Girls Club
Ms. Sullivan spoke of the concern of lack of summer jobs for our young people. A "Job Preparedness" Workshop will be held on April 23, 2011 at the YMCA. The workshop will assist the youth in the job application process, employer expectation and work ethics. Town support for this project is needed.

5. WESTFIELD DISCUSSION

Present to the Board: Bruce Sauvageau

Mr. Sauvageau reported to the Board that the RFP has not been completed due to lack of a quorum. The Committee still has a few additional items to be completed for the RFP. A brief discussion ensued.

6. CONSENT AGENDA

a. Authorization to sign bills and documents, etc.

(i) Cromesett Park & Oakdale Sewers – Contract No. 2 – CDM Construction

SELECTMEN/SEWER COMMISSIONERS MEETING - 4-5-11 (CONT'D)

Services- Invoice Nos. 7 & 8.

MOTION: Selectman Cruz moved to authorize the payment of Sewerage Works Improvements – Contract No. 2 –) Cromesett Park & Oakdale Sewers – Contract No. 2 – CDM Construction Services- Invoice Nos. 7 & 8 in the amount of \$36,450.39. Selectman Winslow seconded.

VOTE: 5-0-0 (Unanimous)

(ii) Sewerage Works Improvements – Linwood/Ladd, Tempest Knob and Parkwood Beach Sewers – Contract No. 1 – CDM Construction Services (Field) Invoice Nos. 11 and 12.

MOTION: Selectman Cruz moved to authorize the payment of Sewerage Works Improvements – Linwood/Ladd, Tempest Knob and Parkwood Beach Sewers – Contract No. 1 – CDM Construction Services (Field) Invoice Nos. 10 and 11 in the amount of \$10,745.28. Selectman Winslow seconded.

VOTE: 5-0-0 (Unanimous)

b. Approval of minutes: Regular session minutes of May 13, 2010 & February 1, 2011; Executive session: July 1, 2010, March 22, 2011.

MOTION: Selectman Cruz moved to approve the Selectmen's Meeting Minutes of May 13, 2010. Selectman Winslow seconded.

VOTE: 4-0-1 (Selectman Holmes abstained).

MOTION: Selectman Cruz moved to approve the Selectmen's Meeting Minutes of February 1, 2011. Selectman Eckstrom seconded.

VOTE: 4-0-1 (Selectman Winslow abstained)

MOTION: Selectman Cruz moved to approve the Selectmen's Meeting Minutes (Executive Sessions) of July 1, 2010. Selectman Eckstrom seconded.

VOTE: 3-0-2 (Selectmen Winslow and Holmes abstained)

MOTION: Selectman Cruz moved to amend, approve and hold the Selectmen's Meeting Minutes (Executive Session) of February 1, 2011. Selectman Eckstrom seconded.

VOTE: 5-0-0 (Unanimous)

c. Wareham Affordable Housing Trust - discussion of appointment process. Selectman Eckstrom suggested that the Board consider staggering the appointments to the committee as all current members' terms all expire the same time. Discussion ensued. The consensus of the Board is when terms are expiring, the Board could consider appointing 2 members at that time and another 2 members at a later date; thereby establishing staggered terms.

7. LICENSES & PERMITS

a. Application from Wareham Village Association, c/o Jackie Lindsey, 208 Rear Main Street, Wareham, MA for the use of Merchant's Way for the 15th Annual Swan

SELECTMEN/SEWER COMMISSIONERS MEETING - 4-5-11 (CONT'D)

Festival on Saturday, July 9, 2011 from 10:00 a.m. to 3:00 p.m. with a rain date of July 10, 2011.

Present before the Board: Jackie Lindsey

MOTION: Selectman Winslow moved to approve the application of Wareham Village Association, c/o Jackie Lindsey, 208 Rear Main Street, Wareham, MA for the use of Merchant's Way for the 15th Annual Swan Festival on Saturday, July 9, 2011 from 10:00 a.m. to 3:00 p.m. with a rain date of July 10, 2011. It is understood and agreed that the Town will be held harmless from all liability as to damage to property or injuries to any persons. Selectman Eckstrom seconded.

VOTE: 5-0-0 (Unanimous)

8. TOWN ADMINISTRATOR'S REPORT LEADERSHIP TEAM

On Monday, March 28, 2011 at 10:00 a.m., Mr. n attended a meeting along with Myles Burke, Director of Inspectional Services and 40 residents at the Cup of the Bay, in Onset Village Center. The main topic of discussion was the prospective use of property located at 39 South Boulevard, the so called Harborview Apartments as a change of use for a Treatment Center. Mr. Burke has not received an application of permits for renovations and a change of use. My understanding is that this is a residential zone and potentially will require a site plan review by the Planning Board and/or Zoning Board of Appeals. We are researching this process to allow for due process and be provided to abutters and residents of the neighborhood.

LEGAL ADVISORY - NOTABLE HIGHLIGHTS NEW REGULATIONS FROM THE STATE ETHICS COMMISSION

On March 23, 2011, I received an advisory opinion regarding certain clarification on a number of aspects of State Ethics policies, including: Gifts to Public Employees; Exemptions Unrelated to Gifts. I have asked Attorney Rich Bowen to present an update at our March 30, 2011 meeting of our Leadership Team meeting. There were many good questions and answers. It is my hope to hold a similar meeting with boards and commissions.

ONSET STONEBRIDGE SEWER PIPE REPLACEMENT

The work has resumed on Monday and should be completed at that time. There is 60 feet left to insulate to be complete. All pipes have been replaced coated for corrosion with welded seams. Two flex stainless steel expansion joints were added at each end between the pipes in the ground to the pipe crossing the bridge. Even though it was not part of the original package it was prudent. We also added the ability to access the pipe through a clean out for jetting purposes. The replacement protective

SELECTMEN/SEWER COMMISSIONERS MEETING - 4-5-11 (CONT'D)

rails are being fabricated and will be installed. The rails were rotted and cut away for access. The contractor assured Mr. Andrews that no extra costs would be added to their bid. The rollers on which the pipe assembly sits were replaced with heavy-duty metal and coated with corrosion inhibitor. This project has been completed on time and under budget

NEW STREET SWEEPING PROGRAM - UPDATE

Please be advised that our new street sweeping program is underway. Wareham and Onset Village have been completed and we are making our way throughout Town.

9. TOWN BUSINESS

a. Reading of proclamation for Dr. Charles Gleason.

Chairman Donahue read the proclamation honoring Dr. Charles Gleason for his service to the Town of Wareham.

b. Meeting with Swifts Beach homeowners association.

Present before the Board: Kate Furler

Raymond Davis, President of Swifts Beach Improvement Association

Joan Goldfarb

Bruce Sauvegeau

Ms. Furler addressed the Board of the interest of the Swift's Beach Improvement Association, a 501(c) non-profit organization to apply to be the holder of the Conservation Restriction on Swifts Beach, which was approved at Town Meeting. Lengthy discussion ensued.

MOTION: Selectman Eckstrom moved to approve the Conservation Restriction on property with the holder being Swifts Beach Improvement Association pending review by Town Counsel. Chairman Donahue seconded.

VOTE: 2-3-0 (Selectmen Cruz, Holmes and Winslow opposed)

MOTION: Selectman Eckstrom moved to have the application of Swifts Beach Improvement Association as holder of the Conservation Restriction for Swifts Beach be forwarded to Town Counsel for review and recommendation and that the Board of Selectmen take action at the next Selectmen's Meeting. Selectman Holmes seconded.

VOTE: 4-1-0 (Selectman Cruz opposed)

c. Discussion with Wal-Mart re. Sewer capacity.

Present before the Board: Ed Anglely, representing Wal-Mart

Matthew Smith, engineer for Wal-Mart

Guy Campinha, Water Pollution Control Facility operator

SELECTMEN/SEWER COMMISSIONERS MEETING - 4-5-11 (CONT'D)

Mr. Angley stated that he is seeking an allocation for Wal-Mart to tie in the sewer based on his understanding that there is capacity at the sewer plant. Mr. Campinha edified the Board. Brief discussion ensued.

MOTION: Selectman Holmes moved that the matter be tabled until the Board receives the final agreement with A.D. Makepeace. Selectman Winslow seconded.

VOTE: 5-0-0 (Unanimous)

d. Discussion re. FY2010 Independent Audit.

Present before the Board: James Powers of Powers & Sullivan

Mr. Andrews offered comments regarding the audit process and his concerns regarding the management letter. There were 38 items out of 42 have already been addressed by the Board. Mr. Powers stated that he has extended their normal audit procedures to begin the audit of FY 2011 with the focus being on the cash segment of the audit. A plan of action has been laid out for the FY 2011 audit. Mr. Powers will return the Board in May to present a report to the Selectmen on the FY2011 audit. Mr. Powers reiterated what his responsibilities are and what are the responsibilities of the Town. Mr. Powers to keep Mr. Andrews fully informed of their findings as they are discovered. Discussion ensued.

e. Any other town business.

Selectman Holmes questioned when the Board would receive a response to the Audit Management letter. Mr. Andrews replied that it would be forthcoming within a couple of weeks.

Selectman Eckstrom read into the record a letter in response to an allegation by Selectmen Eckstrom and Donahue of a violation of the open meeting law.

10. SEWER BUSINESS

a. Town of Bourne Usage Fee – 4th Quarter Billing.

MOTION: Selectmen Eckstrom moved that the committed Sewage Usage fee be collected from the Town of Bourne for the period of April 1, 2011 to June 30, 2011 in the amount of \$61,006.62 and the Collector forward the bill to the Town of Bourne. Selectman Winslow seconded.

VOTE: 5-0-0 (Unanimous)

b. Any other sewer business.

11. LIAISON REPORTS

12. ADJOURNMENT

MOTION: Selectman Winslow moved to adjourn the meeting. Selectman Cruz seconded.


VOTE: 5-0-0 (Unanimous)

SELECTMEN/SEWER COMMISSIONERS MEETING - 4-5-11 (CONT'D)

13. SIGNING OF DOCUMENTS APPROVED BY THE BOARD

Respectfully submitted,
Rebecca Benitez-Figueroa

The foregoing minutes were submitted to the Board of Selectmen/Sewer Commissioners on: 11/8/11

Attest: 
Walter B. Cruz, Sr., Clerk

Date Signed: 11/8/11
Date sent to the Town Clerk: 11/9/11

