



**Fairhaven Board of Selectmen
Meeting Minutes
December 21, 2020**

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FAIRHAVEN,
MASS.

Present: Chairman Daniel Freitas Vice-Chairman Robert Espindola, Selectman Keith Silvia, Town Administrator Mark Rees, Fairhaven Fire Chief Timothy Francis and Deputy Todd Correia and Cable Access Director Derek Frates

Present via Zoom: Finance Director Wendy Graves, Town Administrative Assistant Vicki Oliveira, Cable Production Coordinator Eric Sa, and members of the public.

The meeting was videotaped on Cable Access and Zoom meeting application.

Diane Hahn requested to record the message via Zoom.

Chairman Freitas opened the meeting at 6:32 pm in the Town Hall Banquet Room and read the following statement:

“This Open Meeting of the Fairhaven Board of Selectmen is being conducted remotely consistent with Governor Baker’s Executive Order of March 12, 2020, due to the current State of Emergency in the Commonwealth due to the outbreak of the “COVID-19 Virus.”

In order to mitigate the transmission of the COVID-19 Virus, we have been advised and directed by the Commonwealth to suspend public gatherings, and as such, the Governor’s Order suspends the requirement of the Open Meeting Law to have all meetings in a publicly accessible physical location. Further, all members of public bodies are allowed and encouraged to participate remotely.

The Order, which you can find posted with agenda materials for this meeting allows public bodies to meet entirely remotely so long as reasonable public access is afforded so that the public can follow along with the deliberations of the meeting.

Ensuring public access does not ensure public participation unless such participation is required by law. This meeting will allow public comment related to the posted agenda items only. For this meeting, Fairhaven Board of Selectmen is convening by telephone conference/video conference via Zoom App as posted on the Town’s Website identifying how the public may join.

Minutes

Mr. Espindola made a motion to approve the minutes of November 10, 2020 – Open Session.
Mr. Silvia seconded. Vote was unanimous. (3-0)

Mr. Espindola made a motion to approve the minutes of November 30, 2020 – Open Session. Mr. Silvia seconded. Vote was unanimous. (3-0)

There was a no meeting for November 20, 2020, this was an error.

Mr. Espindola made a motion to approve the minutes of December 7, 2020 – Open Session. Mr. Silvia seconded. Vote was unanimous. (3-0)

Mr. Espindola made a motion to approve the minutes of December 7, 2020 – Executive Session. Mr. Silvia seconded. Vote was unanimous. (3-0)

Town Administrator's Report

Mr. Rees thanked the Board and wished everyone a Merry Christmas and Happy New Year. Mr. Rees reminded them this would be his last Board of Selectmen's meeting, as he will be retiring on January 7, 2021. The Board all wished him well and thanked him for his years of service to Fairhaven.

Committee Liaison Report

Mr. Silvia told the Board that he attended the Cable Advisory Committee meeting. Mr. Silvia said Cable Access has covered over 260 meetings this year.

Cable Access Director Derek Frates addressed a complaint letter that was recently received by the Board. Mr. Frates said that his office does not edit any of the meetings in public session noting that the broadcast starts once the meeting is in session. Meetings are filmed two ways, off site and live, when the meeting is in recess the microphone is muted not edited. Mr. Freitas thanked Mr. Frates for his hard work.

Mr. Espindola said the Broadband Study Committee has put out a request for proposal (RFP) for a project. The Broadband Committee is also working on communication with other communities.

Acknowledgement of Fire Chief Timothy Francis for service

Chairman Freitas read a proclamation recognizing Fire Chief Timothy Francis for his heroic effort when he saved a woman from choking while having breakfast in November. Chief Francis said he was very humbled for the acknowledgement. The Board thanked the Chief and wished him well on his upcoming retirement. (Attachment A)

Amendment to Breezeway Farms Consulting, Inc. contract

Mr. Espindola made a motion to approve the amendment with Breezeway Farms Consulting Inc., CDBG-19 for the period November 15, 2019 through January 31, 2021 and to extend the contract performance period to April 30, 2021 to allow for the closeout of the grant. Mr. Silvia seconded. Vote was unanimous. (3-0)

Mr. Espindola made a motion to move to extend the contract performance period with GCG associates to March 31, 2021. Mr. Silvia seconded. Vote was unanimous. (3-0)

2021 License/Permit Renewals

Mr. Espindola made a motion to approve the common victualer license, pending the approval of the building commissioner for:

- Honey Dew Donuts, 87 Huttleston Avenue, Fairhaven, MA
- Taco Bell Rest., 33 Alden Road, Fairhaven, MA
- Palace Pizza & More, 142 Huttleston Avenue, Fairhaven, MA
- Dunkin Donuts, 18 Plaza Way, Fairhaven, MA
- Dunkin Donuts, 32 Howland Road, Fairhaven, MA
- Burger King Rest., 180 Huttleston Avenue, Fairhaven, MA
- McDonald's Rest., 14 Plaza Way, Fairhaven, MA
- Tropical Smoothies Rest., 29 Alden Road, Fairhaven, MA
- Wendy's Rest., 7 Fairhaven Commons Way, Fairhaven, MA
- Scramblers Breakfast & Bagel, 2 Sconticut Neck Road, Fairhaven, MA
- Little Village Café, 23 Center Street, Fairhaven, MA
- Yia Yia's Pizza Café, 381 Sconticut Neck Road, Fairhaven, MA
- Festiva Buffet, 31 Berdon Way, Fairhaven, MA
- Margaret's Rest., 16 Main Street, Fairhaven, MA
- Brady's Ice Box, 12 Ferry Street, Fairhaven, MA
- 7-Eleven, 188 Huttleston Avenue, Fairhaven, MA
- Jake's Diner, 104 Alden Road, Fairhaven, MA
- Subway Rest., 19 Plaza Way, Fairhaven, MA
- Mac's Soda Bar, 116 Sconticut Neck Road, Fairhaven, MA
- Mystic Café, 398 Main Street, Fairhaven, MA
- Flour Girls Baking, 230 Huttleston Avenue, Fairhaven, MA
- Subway Rest., 42 Fairhaven Commons Way, Fairhaven, MA
- The Nook Café, 58 Washington Street, Fairhaven, MA

Mr. Silvia seconded. Vote was unanimous. (3-0)

Mr. Espindola made a motion to approve the common victualer licenses, pending payment of the outstanding bills:

- Galaxy Pizza Rest., 342 Main Street, Fairhaven, MA
- The Phoenix Rest., 140 Huttleston Avenue, Fairhaven, MA
- Papa Gino's, 171 Huttleston Avenue, Fairhaven, MA

Mr. Silvia seconded. Vote was unanimous. (3-0)

Mr. Espindola made a motion to approve the liquor licenses, pending the approval of the building commissioner for:

- Douglas Wine & Spirits, 1 Peoples Way, Fairhaven, MA
- Sivalai Thai Cuisine, 130 Sconticut Neck Road, Fairhaven, MA
- Minerva Pizza House, 75 Main Street, Fairhaven, MA
- Wah May Rest., 51 Main Street, Fairhaven, MA
- Gene's Famous Seafood Rest., 146 Huttleston Avenue, Fairhaven, MA

- Ocean State Job Lot, 11 Berdon Way, Fairhaven, MA
- Mike's Rest., 390 Huttleston Avenue, Fairhaven, MA
- Paul's Sports Corner, 19 Howland Road, Fairhaven, MA
- Southcoast Wine & Spirits, 355 Huttleston Avenue, Fairhaven, MA
- The Pasta House Rest., 100 Alden Road, Fairhaven, MA
- The Bitter End Lounge, 407-409 Huttleston Avenue, Fairhaven, MA
- 99 Restaurant Pub, 32 Sconticut Neck Road, Fairhaven, MA
- Cardoza's Wine & Spirits, 6 Sconticut Neck Road, Fairhaven, MA
- Stevie's – A Package Store, 115 Huttleston Avenue, Fairhaven, MA
- Ice House Rest., 136 Huttleston Avenue, Fairhaven, MA
- Off the Hook, 56 Goulart Memorial Drive, Fairhaven, MA
- Gulf Resources, 277 Bridge Street, Fairhaven, MA
- Connolly's Liquor Mart, 36 Howland Road, Fairhaven, MA
- Scuttlebutts Liquors, 407-409 Main Street, Fairhaven, MA
- Friendly Farm Convenience, 121 Sconticut Neck Road, Fairhaven, MA
- F.J. Moriarty Liquors, 101 Middle Street, Fairhaven, MA
- Acushnet River Safe Boating Club, 80 Middle Street, Fairhaven, MA
- Sweet Ginger Asian Cuisine & Bar, 179-181 Huttleston Avenue, Fairhaven, MA
- Courtyard Rest., 270 Huttleston Avenue, Fairhaven, MA
- M & J Fairhaven, Inc.-Riccardi's Rest., 1 David Drown Blvd., Fairhaven, MA
- Vila Verde Rest., 362-364 Main Street, Fairhaven, MA
- The Ebb Tide, 47 Middle Street, Fairhaven, MA
- Seaport Inn, 110 Middle Street, Fairhaven, MA
- Old Oxford Pub, 346 Main Street, Fairhaven, MA
- Travelers Ale House Rest., 111 Huttleston Avenue, Fairhaven, MA
- Fort Phoenix Post 2892, Veterans of Foreign Wars of USA, 109 Middle Street, Fairhaven, MA

Mr. Silvia seconded. Vote was unanimous. (3-0)

Mr. Espindola made a motion to approve the Liquor licenses, pending payment of the outstanding bills:

- Frontera Grill, 214 Huttleston Avenue, Fairhaven, MA
- Rasputin's Tavern, 120-122 Main Street, Fairhaven, MA
- Bayside Lounge, 125 Sconticut Neck Road, Fairhaven, MA
- Elisabeth's Rest., 1 Middle Street, Fairhaven, MA
- Town Crier, 5 Maitland Street, Fairhaven, MA
- Fairhaven Wine & Spirits, 105 Sconticut Neck Road, Fairhaven, MA
- Dorothy Cox's Candies, 21 Berdon Way, Fairhaven, MA
- Brick Pizzeria Napoletana, 213 Huttleston Avenue, Fairhaven, MA

Mr. Silvia seconded. Vote was unanimous. (3-0)

Mr. Espindola made a motion to approve the car dealer licenses, pending the approval of the building commissioner for:

- Howard's Auto Sales, 10 Arsene Way, Fairhaven, MA

- Alden Mazda, 37 Alden Road, Fairhaven, MA
- Alden Buick GMC, 6 Whaler's Way, Fairhaven, MA
- Fairhaven Gas, Inc., 130 Huttleston Avenue, Fairhaven, MA
- Fairhaven Gas, Inc., 134 Huttleston Avenue, Fairhaven, MA (Gulf/Valero)
- Guard Enterprises, 110 Alden Road, Fairhaven, MA
- Sarkis Enterprises, (A & A Auto Sales), 196 Huttleston Avenue, Fairhaven, MA
- Artistic Auto Body & Auto Sales, 98 Middle Street, Fairhaven, MA
- RRR Auto Sales, 372 Huttleston Avenue, Fairhaven, MA

Mr. Espindola made a motion to approve the car dealer licenses, pending payment of the outstanding bills:

- Fairhaven Getty Auto Sales, 371 Huttleston Avenue, Fairhaven, MA
- Dussault Auto Sales, 99 Spring Street, Fairhaven, MA

Mr. Silvia seconded. Vote was unanimous. (3-0)

Mr. Espindola made a motion to approve the car repair licenses, pending the approval of the building commissioner for:

- Alden Mazda, 37 Alden Road, Fairhaven, MA
- Alden Buick GMC, 6 Whaler's Way, Fairhaven, MA
- Fairhaven Gas, Inc., 134 Huttleston Avenue, Fairhaven, MA (Gulf/Valero)
- Guard Enterprises, 110 Alden Road, Fairhaven, MA
- Sarkis Enterprises, (A & A Auto Sales), 196 Huttleston Avenue, Fairhaven, MA
- Artistic Auto Body & Sales, 98 Middle Street, Fairhaven, MA
- RRR Auto Sales, 372 Huttleston Avenue, Fairhaven, MA
- Spring Street Garage, 99 Spring Street, Fairhaven, MA
- Nice N'Clean Car Wash, 320 Huttleston Avenue, Fairhaven, MA
- Aaron's Auto Glass, 232 Huttleston Avenue, Fairhaven, MA
- JR's Auto Shop, 276 Huttleston Avenue, Fairhaven, MA
- Dattco Sales & Services, 72 Sycamore Street, Fairhaven, MA
- Automotive Diagnostic Service, 162 Sconticut Neck Road, Fairhaven, MA
- Rick's Services, 241 R. Huttleston Avenue, Fairhaven, MA
- Manny's Service Station, 82 Bridge Street, Fairhaven, MA
- Roland's Tire Service, 11 Howland Road, Fairhaven, MA
- A-1 Crane Company, 86-88 Middle Street, Fairhaven, MA
- Sullivan Tire Company, 9 Plaza Way, Fairhaven, MA
- Ray's Fair Repair, 47 Howland Road, Fairhaven, MA
- Jiffy Lube #1229, 31 Alden Road, Fairhaven, MA
- Jet Wash Car Wash, 21 People's Way, Fairhaven, MA

Mr. Silvia seconded. Vote was unanimous. (3-0)

Mr. Espindola made a motion to approve the car repair licenses, pending payment of the outstanding bills:

- Fairhaven Getty Auto Sales, 371 Huttleston Avenue, Fairhaven, MA

Mr. Silvia seconded. Vote was unanimous. (3-0)

Mr. Espindola made a motion to approve the Lodging license, pending the approval of the building commissioner for:

- Kopper Kettle Guest House, 41 Huttleston Avenue, Fairhaven, MA
- Delano Homestead Bed & Breakfast, 39 Walnut Street, Fairhaven, MA

Mr. Silvia seconded. Vote was unanimous. (3-0)

Mr. Espindola made a motion to approve the private livery licenses for Elite Transportation. Mr. Silvia seconded. Vote was unanimous. (3-0)

Mr. Espindola made a motion to approve the private livery license for Active Day Fleet, pending payment of an outstanding bill. Mr. Silvia second. Vote was unanimous. (3-0)

Community Preservation Committee

Mr. Espindola made a motion to appoint Beth Luey to the Community Preservation Committee. Mr. Silvia seconded. Vote was unanimous. (3-0)

Interim Town Administrator

Mr. Rees reminded the Board that there will need to be an interim Town Administrator to fill the gap between his retirement and when the Town will hire a permanent Town Administrator.

Mr. Silvia said he would like to have Finance Director Wendy Graves fill in as the interim Town Administrator. Mr. Espindola agreed that Ms. Graves would do a great job but he is worried that this may be a tough as she already has a heavy work load as Treasurer/Collector/Finance Director. Mr. Silvia suggested having Town Accountant Anne Carreiro as the assistant interim Town Administrator. Mr. Espindola would like to hire someone outside of the town employees for the position. Mr. Freitas feels that hiring an interim from inside would be beneficial to the town because this person would already know the town and the operations.

Mr. Freitas made a motion to have Mr. Rees discuss having Finance Director Wendy Graves fill in as the interim Town Administrator and Town Accountant Anne Carreiro as the assistant interim Town Administrator and to keep the costs under \$75 per hour. Mr. Silvia seconded. Vote passed. (2-1)

Town Administrator Search Committee

Mr. Espindola made a motion to accept the resignation of Anne Carreiro on the Town Administrator Search Committee. Mr. Silvia seconded. Vote was unanimous. (3-0)

Public Works Superintendent Vincent Furtado was in attendance via Zoom and told the Board he was approached by Town Counsel when it appeared there would be a vacancy. Mr. Furtado said that he would have no problem stepping side if there was someone else interested in serving on the committee.

Mr. Espindola made a motion to appoint Superintendent Linda Schick serve in the vacant seat. There was no second.

Mr. Silvia made a motion to appoint business owner Cathy Melanson to the vacant seat. Mr. Freitas seconded. Vote passed. (2-1)

Melanson Heath- Building Department Permit Fee Review

Melanson and Health Auditor Zach Fentross and Building Commissioner Chris Carmichael met with the Board via Zoom to discuss the recent audit in the Building Department. Mr. Rees explained there was a review of the building department due to a change in revenue on the building department fees. Mr. Rees told the Board the new building commissioner Chris Carmichael has been proactive in implementing an online permitting system that will help streamline the permitting process and will also bring in a new fee schedule.

Mr. Fentross stated that this was not a forensic file investigation, but was merely put in place to help come up with some internal controls to help make improvement to the building department. Mr. Fentross made several recommendations including having the Town Accounting Department get quarterly reports from the department, revising fee schedules to remove subjective calculations and additional training to the department's administrative assistant to improve the understanding when calculating fees. Mr. Fentross would like to have Town Counsel review the legality of the changes that Melanson and Heath has recommended. (Attachment B)

Mr. Carmichael told the Board that he was hired half way through this audit and he feels the pricing is very subjective. Mr. Carmichael would like to present the new pricing to the Board at their next meeting.

Street Light Placement - Reservation Road

Mr. Rees reminded the Board that town meeting voters approved the street light on Reservation Road at the October 20, 2020 Special Town Meeting. Mr. Rees said he would need to speak with Town Counsel to find out if the Board of Selectmen could overturn a town meeting vote.

Reservation Road resident Susan Sullivan told the Board she doesn't feel that the light should be put up because there are already enough streetlights on that road and this light would shine into her house. She feels because there are no children in the neighborhood and anyone who is walking at night should carry a flashlight and not wear dark clothing. (Attachment C)

Petitioner of the light Jeff Adesso told the Board he has done some research and the glare on the light can be adjusted so they don't shine on Mrs. Sullivan's residence.

Mr. Rees will discuss with Town Counsel and Public Works Superintendent, Vinnie Furtado for the next meeting.

Small Boat/Lobster Basin Fee

Harbormaster Tim Cox met with the Board via Zoom to ask the Board to approve a 10% increase in the lobster basin fee at Union Wharf. Harbormaster Cox said the fees have not been increased in three years. Mr. Cox said there are plans to have metered water brought to Union wharf for the lobstermen to use. Mr. Espindola said at a recent Marine Resources Committee meeting they felt this was not the year to the increase in the fee because of COVID.

Mr. Silvia made a motion to increase the fees 10% as long as the water will be brought in. Mr. Freitas seconded. Vote passed. (2-1)

Electricity Aggregation Program-Good Energy

At 8:27 Selectman Espindola recused himself because he runs an energy consulting business.

Mr. Rees told the Board Good Energy will be sending out information and a press release to residents regarding the 10% increase in the renewable energy. (Attachment D)

Daria Mark and John O'Rourke from Good Energy met via Zoom with the Board to answer any questions the Board may have. Selectmen Silvia suggested having the information posted on the movable electronic sign to inform the residents of the changes.

Mr. Espindola returned to the room.

FY22 General Fund Revenue projection

Finance Director Wendy Graves told the Board, via Zoom, that she and Mr. Rees have put together the revenue projections for a balanced budget for the next 5 years as the first step in developing the FY22 budget and took a very conservative approach on the estimates. (Attachment E)

Notes and Announcements

Mr. Espindola congratulated the Prize-a Palooza on a very successful virtual fundraiser this year for the Neediest Family Fund.

Mr. Freitas addressed the residents who would like to start a Diversity Inclusion and Equity Committee, stating that he would like to see this on a future agenda once the Town has hired a permanent Town Administrator.

Board members wished Mr. Rees a very Happy Retirement.

The Board wished residents a Merry Christmas and a Happy New Year.

Mr. Espindola made a motion to adjourn at 8:47 p.m. Mr. Silvia seconded. Vote was unanimous. (3-0)

Respectfully submitted,



Vicki L. Oliveira
Administrative Assistant
(Approved 1/25/2021)

Attachments:

A. Proclamation for Chief Francis

- B. Melanson and Heath draft audit
- C. Letter from Mrs. Sullivan re: Reservation Road light
- D. Good Energy Press Release/ Renewal notification letter
- E. Five Year projection FY22 - FY26





Town of Fairhaven
Massachusetts
Office of the Selectmen
Proclamation

Attachment A

Whereas: On the morning of November 25, 2020, off duty Newport News Police Officer Kendra Drucker and a few friends were having breakfast at the Bayside Lounge on Sciticut Neck, and within minutes of starting her breakfast, Office Drucker motioned the universal sign for choking to her friends; and

Whereas: Without hesitation, Fire Chief Timothy Francis, jumped across the bar toward Ms. Drucker and performed the Heimlich maneuver, dislodging the food and saving her life; and

Whereas: Now the pair will have a forever connection as they exchanged coins, he giving her his coin and she giving him her coin from her partner that was killed in the line of duty in January 2020; and

Whereas: Ms. Drucker once stated “When people say they "see the light", now I know what that feels like, and I am truly thankful Timmy was there and reacted so quickly. Even though there is a back and forth game of Cops and Firefighters and their jobs, and they joke about it with each other daily, they are all one family blue and red;” and

Now, therefore, We, Daniel Freitas, Robert Espindola, and Keith Silvia, the Board of Selectmen of the Town of Fairhaven, do hereby recognize, with respect and gratitude, the heroic actions and selfless courage of **Fairhaven Fire Chief Timothy Francis** in the act of saving a life.

Given under our hands and seal on this day,
The Twenty- First day of December in the year of our Lord Two Thousand and Twenty

Daniel Freitas

Robert Espindola

Keith Silvia

TOWN OF FAIRHAVEN, MASSACHUSETTS

Independent Accountants' Report on
Applying Agreed-Upon Procedures over
Building Department

DRAFT

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**INDEPENDENT ACCOUNTANTS' REPORT ON
APPLYING AGREED-UPON PROCEDURES OVER
BUILDING DEPARTMENT**

Mr. Mark Rees
Town Administrator
Town of Fairhaven, Massachusetts

We performed the procedures enumerated below, which were agreed to by the Town Administrator, on the Building Department. The sufficiency of these procedures is solely the responsibility of the parties specified in this report. Consequently, we make no representation regarding the sufficiency of the procedures enumerated below either for the purpose for which this report has been requested or for any other purpose.

The procedures are as follows:

- Determine the sources of revenue for the department, including a detailed listing of source, type, frequency, and expectations of future revenue to be received.
- Provide the Town with a methodology that can be applied by the Town to perform similar internal audits in the future.
- Through inquiry, review all Building Inspection Fees, (Building, Plumbing, Gas, Electrical) to determine if the structure and design of the fee schedules are such that the calculation of fees for projects is open to interpretation as to how those fees are calculated and if so, make specific recommendations as to how better standardize the calculation so that results are same regardless of who does the calculation.
- Turnover in the Department resulted in changes our original procedures. Based on discussion with Town Administrator, we conducted a series of phone interview with Department and Town personnel to assess procedures used by the department in assessing fees, however, we did not conduct a fraud or forensic investigation.

We have summarized the results of our procedures in the accompanying report.

This agreed-upon procedures engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. We were not

engaged to and did not conduct an examination or a review, the objective of which would be the expression of an opinion or conclusion, respectively, on the Building Department. Accordingly, we do not express such an opinion or conclusion. Had we performed additional procedures; additional matters might have come to our attention that would have been reported.

This report is intended solely for the information and use of the Town and is not intended to be and should not be used by anyone other than those specified parties.

_____, 2020

DRAFT

BACKGROUND

The Town wants to develop expectations for future revenue projections to aid the Accounting Department in their review of reasonableness of account balances. Furthermore, the Town believes the structure of the Building Department permit fee schedule is open to interpretation and wanted a review of the process including the possibility of misappropriation of assets. The Town engaged us to perform the procedures specified earlier in the Building Department as of the above noted dated.

RESULTS

Based on our inquiry we observed the following:

- Most of the personnel we spoke with think that unintentional errors may have occurred in the assessment of fee as the design of the fee schedule is open to interpretation. One individual asserted that a favorable fee was assessed to a related party.
- We were provided an electrical permit where the fee charged was at the residential rate and not the commercial rate. We do not know the nature of the error as we were not engaged to perform a fraud examination.
- We were informed that three different individuals calculated fees for electrical permits, and each came up with a different fee for the same project.
- A new Building Commissioner has been hired and is implementing an on-line permitting system to assist with transparency of all permits issued. We understand the new software should aid in eliminating fee calculation errors and standardizing the process.
- We understand that the new Commissioner intends on bringing a new fee schedule to the Board also to help eliminate calculations that are open to interpretation.

Based on procedures performed and our inquiry we recommend the following:

- The Town and new Building Commissioner should consult with counsel in respect to approval of permits in accordance with state law.
- The Town should provide additional training to the Department's Administrative Assistant to improve the understanding when calculating fees.
- Each fee calculation should have a secondary review by a knowledgeable individual to ensure the appropriate fee is assessed. Understanding the time constraints when issuing permits, such a secondary review could be performed after the permit is issued to the completeness and accuracy of the fee assessed. Such a secondary review should help eliminate any question about related parties.
- Review the fee schedule with industry consultants to improve the transparency and remove elements of interpretation.

- Internal audit programs have been provided to the Town under separate cover.
- Improve Town-wide internal controls over permitting by sending the Accounting Department quarterly reports from the new on-line permitting system as a tool to match against amounts remitted to the Town Treasurer.
- Long-term revenue projections should be based on rolling 5-year averages adjusted for current economic environment.

DRAFT

APPEAL FOR PROPOSED STREET LIGHT ON POLE 216-3

Thank you for the opportunity to present this appeal to the board. This appeal is in response to a petition for a street light to be added to pole 216-3 on Reservation Rd. This petition was at first rejected by the recent Town Meeting and was then overturned after Jeff Adesso argued for it.

As a point of note, our house at 14 Reservation Rd. stands directly opposite this pole and we were never told of this petition.

This additional street light would be a direct beam into our second floor, affecting bedroom and bathroom. We already have one street light at pole 103-11, that shines directly into our second floor living room. The shade needs to be pulled down at all times during the night. In the warmer seasons, we are unable to open the window to let in air due to the shade. If this additional light goes in, that would mean all the windows facing Reservation Rd. in both bathroom and bedroom would have to remain closed or having flapping shades all night.

It is our understanding that there are already the required number of lights on our street. It was said that it is a dangerous corner. This is a quiet street with very little traffic. This has been our residence for close to 16 years and we have never seen one accident. In fact, it is more lit than some other parts of the street since there are houses lining both sides – all with outdoor lighting at night. If this is a reason, then every pole should have a street light on it. The few walkers who are out at night should be responsible and always wear bright clothing, carry flashlights and/or wear headlights for their own safety, no matter where they are walking after dark.

It was also brought up that there is an “autistic child” who lives on this street. Firstly, this “child” is neither “autistic” nor a “child”. It is our understanding that he is an adult close to 50 years old with special needs. Mr. Adesso should show him the respect he deserves. Why his handicap was even entered into the argument, we have no idea. Secondly, the house Mr. Adesso refers to has a street light in the both the front and back of this property. As for children playing in the street, there are no children living in this neighborhood and we have never seen children playing in the street after dark.

Since learning of this petition, we have spoken to some of our neighbors who had initially signed it and explained what it would mean for our family. In some cases, we were told that it really did not make much of a difference to them (didn't even remember signing petition) and would be just as willing to do without another light. After speaking with another neighbor, he agreed that the money would be better spent on the bike path signal light. All of the people that we spoke with on the petition were surprised to learn that no one bothered to inform us. Some of these people have lived here longer than we have with the existing street lights. Why the need now? As full-time, permanent residents, we see nothing that has changed to justify this added expense to the town.

Additionally, this extra street light will be an extra \$800 cost to the town. We feel this can best be spent elsewhere. If lighting is an issue, let's fix the solar traffic light at the Bike Path crossing on Scoticut Neck which we fought so hard for while serving the Farihaven Biike Committee. This is a much more effective use of our taxpayer dollars.

In closing, we have no desire to start a neighborhood feud. We only wish to continue living in Fairhaven, the town we chose to retire to, in peace and comfort.

Thank you for your consideration - Susan & Geoff Sullivan, 14 Reservation Rd.

Thank You For Participating! Town of Fairhaven Community Electricity Aggregation (CEA) Program



The Fairhaven CEA is the town's program to provide competitive choice for electricity to our residents and businesses.

The Fairhaven CEA program is part of a 25-community electricity purchasing group, active since January 2016, and we thank you for your participation.

[TownName] CEA is changing electricity suppliers from Public Power to Constellation starting January 2021. You will see a notice in your January 2021 Eversource electricity bill.

The new default program rate is \$0.10865 per kilowatt hour (kWh) fixed for 35 months (January 2021 through December 2023) and now includes 10% more renewable electricity than required by state law. Starting in 2021, Fairhaven CEA will also offer two optional electricity rates with more renewable electricity than required by state law and one option that only meets the state requirements.

No action is needed to remain in the program and receive the Local Green 10% default option. If you prefer a different percentage of clean electricity, visit the website masscea.com/fairhaven or call Constellation at 833-461-0813.

More information is on the program website: www.masscea.com/Fairhaven

Utility Bill Notification

In January, you will see a notice on your Eversource bill that you have changed suppliers. In February, you will see the new program rate on your bill for the electricity you used in January. [TownName] residents and businesses in the program receive the default rate, which has 10% more renewable electricity than required by state renewable electricity standards, unless they affirmatively select one of our optional rates: 50% Local Green, 100% Local Green or Fairhaven basic.

No action is needed to remain in the program on the default rate.

Tax-Exempt Business Customers: You must submit your tax-exemption letter to the new supplier, Constellation via fax at 877-243-4968, via email at CNETaxForms@constellation.com or by mail to Constellation, Attn: Tax Team, 1001 Louisiana Street, Suite 2300, Houston, TX 77002.

EVERSOURCE
Account Number:

Total Amount Due by 08/07/17 \$121.48

Electric Account Summary
Amount Due On 07/06/17 \$58.08
Last Payment Received \$5.00
Balance Forward \$58.08
Current Charges/Credits
Electric Supply Services \$27.52
Delivery Services \$35.88
Total Current Charges \$63.40
Total Amount Due \$121.48

Monthly kWh Use

Month	May	Jun	Jul
Usage	13	241	290

Contact Information
Emergency: 800-592-2000
www.eversource.com
CustomerServiceMA@eversource.com
Pay by Phone: 800-592-2000
Customer Service: 800-592-2000

Important Messages About Your Account
DISINFORM: NOTING AN UNDERGROUND WIRE OR PIPE CAN BE DANGEROUS.
TWO'S MAN STATE LAW REQUIRES YOU OR YOUR CONTRACTOR TO CALL
DIG SAFE AT 888-265-SAFE OR 811 **BEFORE ANY EXCAVATION OR DRILLING**
TO DIGGING. FOR MORE INFORMATION, VISIT DIGSAFE.COM. VISIT THE
"SAFETY" SECTION OF EVERSOURCE.COM FOR MORE IMPORTANT SAFETY
INFORMATION.

DO YOU HURRY? WE HAVE NOT RECEIVED PAYMENT FOR YOUR LAST BILL.
PAY IT TODAY TO PROTECT YOUR CREDIT RATING WITH US. IF YOU HAVE
ALREADY MAILED YOUR PAYMENT TO US, THANK YOU.

WE'VE RECENTLY BEEN NOTIFIED YOU CHANGED SUPPLIERS. EVERSOURCE WILL NOW BILL YOU ON BEHALF OF YOUR NEW SUPPLIER.

WE'VE RECENTLY BEEN NOTIFIED YOU CHANGED SUPPLIERS. EVERSOURCE

New Electricity Rates & Options

Receiving this letter means that you are currently enrolled in [TownName] CEA's default electricity rate. See table below for new CEA product offerings and program rates for residential ratepayers and comparison to Eversource Basic Service. See masscea.com/Fairhaven for rates for industrial and commercial customers.

Eversource rate	Fairhaven default rate Local Green 10%	CEA optional rates		
		Fairhaven Local Green 50%	Fairhaven Local Green 100%	Fairhaven Basic
Basic service (residential customers)				
Meets state renewable electricity standards	10% in addition to state renewable electricity standards	50% in addition to state renewable electricity standards	100% in addition to state renewable electricity standards	Meets state renewable electricity standards
\$0.11882/kWh	\$0.10865	\$0.12445/kWh	\$0.14420/kWh	\$0.10470/kWh
Duration January - June 2021	Duration: January 2021 - December 2023 Products described as Green contain renewable electricity above that required by state law. The additional renewable electricity qualifies for MA Class I designation and comes only from solar, wind, anaerobic digestion and low-impact hydro located within New England. Local refers to New England.			

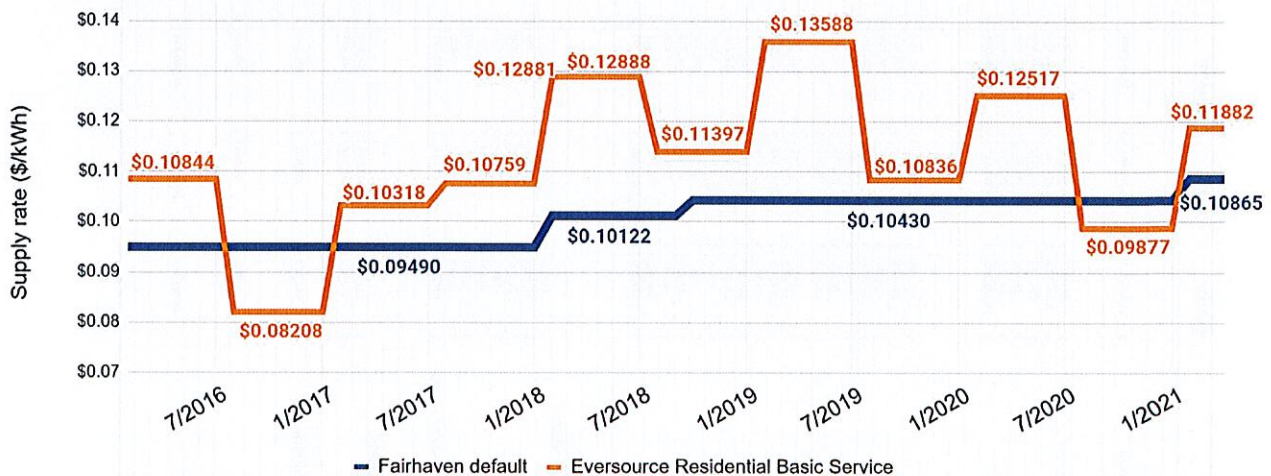
Disclaimer: Savings cannot be guaranteed as compared to Basic Service rates which change every six months for residential and commercial accounts and every three months for industrial accounts.

Reminder: No action necessary to remain in the program on the default rate.

You may change to a different CEA option or opt out without penalty at any time on the program website masscea.com/Fairhaven or by calling the supplier Constellation at 833-461-0813.

Delivering Value to Fairhaven

The cost of Fairhaven CEA has been competitive with Eversource's Basic Service for residential customers over the last five years.



Future savings compared to Eversource Basic Service cannot be guaranteed because future Basic Service prices change every six months for Residential and Commercial customers and every three months for Industrial customers.

