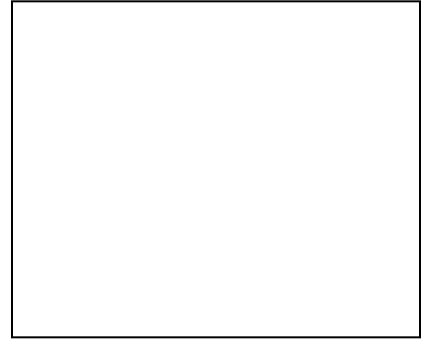


**Town of Fairhaven
Board of Public Works Meeting
November 7, 2022**



Present

Brian Wotton, Commissioner
Robert Hobson, Commissioner
Marcus Ferro, Commissioner
Anne Morton Smith, Commissioner
Travis Rapoza, Commissioner
Vincent Furtado, BPW Superintendent
Rebecca Vento, Office Manager
Manuel Souza, Highway Department
Matthew Manzone, Sewer Department
Nicholas Parker, Sewer Department
Rene Robillard, Sewer Superintendent
Joshua Chase, Highway Department
Matthew Girouard, Highway Department
Charles Hurley, Highway Department

I. Call to Order

Mr. Wotton called the meeting to order at 5:17 p.m.

Mr. Wotton reconvened in open session from executive session at 5:37 pm.

II. Routine Matters

A. Signing of Departmental Bills

III. Approval of Minutes

A. October 24, 2022

Mr. Rapoza motioned to approved the minutes of October 24, 2022. Ms. Smith Seconded. Vote 4-0-1 with Mr. Ferro abstained.

B. October 24, 2022 – Executive Session A

Mr. Hobson motioned to approved the minutes of October 24, 2022 – Executive Session A. Mr. Rapoza Seconded. Vote 4-0-1 with Mr. Ferro abstained.

IV. Appointments

5:15 Executive Session – Interview Applicant

Mr. Hobson motioned to hire Robert Frias as a Heavy Motor Equipment Operator in the Highway Department at a Grade 5A Step 3 pending pre-employment screenings. Ms. Smith seconded. Vote unanimous.

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5:30 Interview Working Foreman Park Maintenance

Mr. Furtado - In the not too distant future we may be taking over the Tree Department. We looked over the job description, made changes, and posted the new Foreman position in the Park Department.

Mr. Souza – I have been with the Town for twenty-one years. I have done both the Foreman's and Superintendent position when they are out. I have both my pesticides and mosquito licenses.

Mr. Hobson - Is this position a working foreman?

Mr. Furtado – Yes, it is.

Mr. Souza - Is it possible to be hired at the top step?

Mr. Wotton - You have been here twenty-one years and I think that you deserve top step.

Mr. Hobson motioned to hire Manuel Souza for the Park Department Working Foreman at a Grade 8 Step 7. Ms. Smith seconded. Vote unanimous.

**5:40 Interview Sewer Treatment Plant Operator
1. Matthew Manzone**

Mr. Furtado - Mr. Melo resigned a few weeks ago leaving this vacancy in the Sewer Department. Mr. Manzone has a Grade 5 license and he meets the minimum qualifications for this position.

Mr. Robillard – Mr. Manzone is a good employee. He has been filling in as the Treatment Plant Operator for the past few weeks and he is doing a good job.

Mr. Hobson– How long have you been with the Town?

Mr. Manzone – 18 years. I enjoy working for the Sewer Department and would like to better myself.

2. Nicholas Parker

Mr. Furtado - Mr. Parker is currently the outside Foreman in the Sewer Dept. He has a grade 6 license and has been with the Town for 7 years. This would be a lateral transfer because the Treatment Plant Operator position is the same grade as the Foreman position.

Mr. Ferro - This is a lateral transfer so why are you looking to change?

Mr. Parker – I would like to be an operator and I have lab experience.

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Mr. Furtado – Mr. Manzone is the most senior qualified candidate for the position at this time.

Mr. Parker – I understand that Mr. Manzone is the most senior qualified candidate. I just wanted to show that I was interested in the position as well.

Mr. Hobson motioned to hire Mr. Manzone as the Treatment Plant Operator in the Sewer Department at a Grade 12 Step 6. Ms. Smith seconded. Vote unanimous.

5:50 Interview Water System Maintenance Craftsman

Mr. Furtado – Mr. Chase went for and received his Grade 1 license and he meets the minimum requirements for the position.

Mr. Ferro motioned to hire Mr. Chase as the Water System Maintenance Craftsman at a Grade 5 Step 3. Ms. Smith seconded. Vote unanimous.

6:00 Highway Department Grievance

Mr. Furtado – At the last meeting we had a vacancy for a Special Motor Equipment Operator and the Board hired Mr. Lawrence at a Grade 7 Step 7. Looking at the CBA the minimum that the Board could have hired him at was a Grade 7 Step 5. Mr. Girouard and Mr. Amaral filed a grievance because Mr. Lawrence who has less seniority in the position was hired at a higher step.

Mr. Hobson – Why don't we just make Mr. Girouard and Mr. Amaral top step? We cannot find good employees and keep them.

Mr. Lawrence – I have been here for 8 years.

Mr. Hurley – You should bump them up and give them a raise to make it fair.

Mr. Wotton – How many employees does this effect?

Mr. Furtado – It effects two employees

Mr. Ferro – Is there a reason why we could not do this? Did we breach the CBA?

Mr. Furtado – They filed a grievance and there is nothing in the contract that was breached.

Mr. Lawrence – With my promotion if I received the lowest step that I could have received without taking a decrease in pay I still would have been making more than them because of my time with the Town.

Mr. Hobson –I would like to raise Mr. Girouard and Mr. Amaral both to a step 5.

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Mr. Girouard – I understand what you are saying but I am a class A with all the licenses necessary for this position.

Mr. Furtado – If you have an issue with the pay you should be on the negotiation team.

Ms. Smith- I would like to make sure we take care of our employees but I feel like it is a slippery slope.

Mr. Rapoza - I feel like this is a larger issue and we should discuss this in further detail in the future.

Mr. Hobson motioned to raise Mr. Amaral and Mr. Girouard to a step 5 in their current position with retro back to Mr. Lawrence's promotion date. Mr. Ferro seconded. Vote unanimous

Mr. Ferro left the meeting at 6:15 p .m

V. Item for Action

A. Stantec Consulting Services, Town-Wide Sanitary Sewer Force Main Condition Assessment, Payment #17 \$30,334.33

Ms. Smith motioned to approve Payment # 17 in the amount of \$30,334.33 to Stantec Consulting Services for Town-Wide Sanitary Sewer Force Main Condition Assessment. Mr. Rapoza seconded. Vote unanimous.

B. Sign Engineering Agreement, GCG Associates – 12 Plaza Way \$7,950.00

Mr. Rapoza motioned to Sign the Engineering Agreement with GCG Associates for 12 Plaza Way in the amount of \$7,950.00. Mr. Hobson seconded. Vote unanimous.

C. 2023 Annual Fees

1. Recycle Center

Mr. Hobson - I think that if we go up again on these fees this year then we will be picking up illegally dumped items off the side of the road.

Ms. Smith motioned to keep the 2023 Recycling Center fees the same. Mr. Rapoza seconded. Vote unanimous.

2. Driveway Contractors

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Mr. Furtado - Currently the annual fee to be a Driveway Contractor is \$170. I would like to see this raised to at least \$200.

Mr. Hobson motioned to raise the Annual Driveway Contractor Fee to \$200. Mr. Rapoza seconded. Vote unanimous.

3. Water & Sewer Drainlayers

Mr. Furtado – Currently there are two options for Water and Sewer Drainlayers. They can renew both water and sewer together and pay \$125.00 each or if they only want to renew one, it would cost \$150.00. I would like to see this done away with and have a flat fee no matter what they apply for.

Mr. Wotton motioned to raise the Annual Water & Sewer Drainlayer Fees to \$225 each. Mr. Rapoza seconded. Vote unanimous.

D. Tighe & Bond, Upgrade to WWTF Payment #6 \$320,000.00

Mr. Rapoza motioned to approve Payment #6 in the amount of \$320,000.00 to Tighe and Bond for Waste Water Treatment Facility Upgrades. Ms. Smith seconded. Vote unanimous.

E. Professional Development Day – December 8, 2022

Mr. Furtado - This is on the agenda because the Human Resource Director has scheduled a mandatory Professional Development Day for all Town employees on December 8, 2022. When he presented this, I was thinking that we could send half of the employees one day and the other half another day but he would like to have all of the employees there on the same day.

Mr. Wotton - Will we be able to do this?

Mr. Furtado – Yes
Discussion ensued amongst all present.

VI. Tabled Matter

A. n/a

VII. Public Comments / Open Forum

A. n/a

VIII. Old Business / New Business

Superintendent

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Superintendent Report for November 7, 2022

Union negotiations completed

Create and record PPT presentation for Town Meeting

HMEO Interview

Titleist re water upgrade - property main ruptured - dirty water - posting an email

Meet with TA and Chiefs re: Eversource Emergency response

Attend water license training

Work with Land Attorney re notification of Betterment

Town Counsel re: ABC Contract and SEMASS tonnage

Meet with State re SRTS

Stantec Meetings with Jeff and Rene re Force Main update

Attend BBAC Meeting as Town Rep

Littleneck and Cove sent to Concom

Meet with NFIA re projects

Mr. Furtado answered any questions that the Board had regarding the Superintendent Report.

Mr. Furtado – On Wednesday, November 9th Eversource will be shutting off the power down Sconticut Neck Road and West Island from 1am to 5am. We are ready for this and have the generators ready at the pump stations. In addition, this coming Friday the office will be closed for Veterans Day and on Thursday with the Boards permission I would like to offer the employees the time to go to Mr. Pinard's funeral. We may be closed for a few hours in the morning and open to the public around noon time.

A. Board Members

Mr. Hobson – There is a resident that lives at 36 Grove Street that has called me to complain about the grass sidewalk caving in. Also, I received a call about the condition of Little Bay Road, the gas company has been working there and the street needs to be graded because it is a mess. Sconticut Neck Road is also a mess from the gas company and there patches are awful.

Mr. Furtado - They should be finishing up and patching Sconticut Neck Road within the next month.

Ms. Smith – Any further information from the cellphone people?

Mr. Furtado - They will be meeting with the Mattapoisett River Valley at their next meeting.

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Mr. Rapoza - How do we get a new sidewalk where there is currently grass.

Mr. Furtado - If it is something that the Town would be doing we would have to get an engineer to look into it.

Mr. Rapoza - It is on Sconticut Neck Road near Timothy Street. .

Mr. Wotton – This will be taken care of when we do the safe routes to schools project.

Marine Resources Committee – BPW related Matters

Mr. Hobson - We met and it was a good meeting. The only thing that came up is there are potholes in the parking lot that need to be filled at Union Wharf.

IX. Set Date for the Next Meeting

Mr. Wotton motioned to set the date for the next meeting on November 28, 2022 at 5:15 p.m. Ms. Smith seconded. Vote unanimous.

X. Adjourn

Ms. Smith motioned to adjourn the meeting at 5:19 p.m. and enter into executive session to conduct an interview and to reconvene in open session. Mr. Rapoza seconded. Rollcall Vote: Mr. Wotton, Mr. Hobson, Mr. Ferro, Ms. Smith and Mr. Rapoza in favor.

Mr. Hobson motioned to adjourn the meeting at 7:00 p.m. Mr. Rapoza seconded. Vote unanimous.

Respectfully submitted,

Rebecca L. Vento

Rebecca Vento
Office Manager

Minutes approved on November 28, 2022