

**Town of Fairhaven  
Board of Public Works Meeting  
September 11, 2023**

**Present**

Brian Wotton, Commissioner  
Robert Hobson, Commissioner  
Anne Morton Smith, Commissioner  
Travis Rapoza, Commissioner  
Daniel Lopes, Commissioner  
Vincent Furtado, BPW Superintendent  
Rebecca Vento, Office Manager  
Joshua Crabb, Highway Superintendent  
Robert Foster, Fairhaven Tennis Association



**I. Call to Order**

Mr. Wotton called the meeting to order at 6:03p.m.

**II. Routine Matters**

**A. Signing of Departmental Bills**

**III. Approval of Minutes**

**A. August 28, 2023**

Mr. Hobson motioned to approve the minutes of August 28, 2023. Ms. Smith seconded. Vote unanimous.

**IV. Appointments**

**A. Robert Foster, Fairhaven Tennis Association – 2025 CPC Grant for Cushman Park Tennis Courts & Livesey Park Tennis Courts, Basketball Courts & Street Hockey Rink**

Mr. Foster – I am here tonight to request a letter of support from the Board for the Tennis Association to apply for FY25 CPC Grants for Cushman Park Tennis Courts & Livesey Park Tennis Courts, Basketball Courts & Street Hockey Rink. At Cushman Park there are 4 tennis courts that were built in 1999 and we started resurfacing them in 2011 and then again in 2017.

Mr. Foster reviewed the photos of Cushman Park Tennis Courts (Attachment A).

Mr. Foster -East Coast Seal Coating came out a few weeks ago and they should have a proposal for me by next week to submit with the applications. The courts at Livesey Park were installed in 2000 and we resurfaced both the tennis courts and hockey rink in 2013. The courts are in pretty good shape but the blue color has faded. The cracks that are there are the worst ones that I have seen yet at Livesey Park.

Mr. Foster reviewed the photos of Livesey Park Courts (Attachment B).

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Mr. Hobson – Are you looking to fix the cracks?

Mr. Foster – We would be fixing the cracks and then they would be resurfacing and repainting the courts. The priority is Cushman Park but Livesey Park needs to be done as well. I do not know what the proposals are going to come in at but we need to keep them maintained.

Ms. Smith motioned to approve the request for the letters of support for the Fairhaven Tennis Association for CPC Grant Applications. Mr. Lopes seconded. Vote unanimous.

**V. Item for Action**

**A. Highway Superintendent Vacation Carryover**

Mr. Hobson motioned to approve Mr. Crabb's request to carryover 7-10 days of vacation. Ms. Smith seconded. Vote unanimous.

**B. Water & Sewer Rates**

Mr. Rapoza entered the meeting at 6:26 p.m.

Mr. Furtado – I recommend going up 25 cents immediately on the sewer charges which is about 3% and 5% for the water charges effective on the spring bill.

Discussion ensued amongst all present.

Mr. Lopes motioned to increase the sewer rate 3% effective immediately and the water rate 5% effective after the fall billing. Ms. Smith seconded. Rollcall Vote: Mr. Wotton, Mr. Hobson, Ms. Smith, Mr. Lopes and Mr. Rapoza in favor.

**C. Deposit for Events**

Mr. Furtado – We have residents that request to borrow items for events, and we never want to say no to a request but sometimes we do not receive the items back. We are looking to implement a refundable deposit for items that are borrowed so if they are not returned we can replace them.

Ms. Smith – I think that we need to take a deposit for the items that are borrowed and if they are not returned then they do not receive their deposit back.

Mr. Wotton – I think that we should make a list of items that we lend out with how much the item costs and then we can approve the list.

Mr. Hobson motioned to table the discussion of Deposits for Events until the next meeting. Mr. Lopes seconded. Rollcall Vote: Mr. Wotton, Mr. Hobson, Ms. Smith, Mr. Lopes and Mr. Rapoza in favor.

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**D. Gravity Construction, Sunset Beach Road Sewer Improvement Project**

**1. Sign Contract Agreement**

**2. Sign Notice to Proceed**

Mr. Furtado – I would like the Board to approve the Contract Agreement and Notice to Proceed pending Town Counsels approval.

Ms. Smith motioned to Sign the Contract Agreement and Notice to Proceed with Gravity Construction for the Sunset Beach Road Sewer Improvement Project. Mr. Lopes seconded. Rollcall Vote: Mr. Wotton, Mr. Hobson, Ms. Smith, Mr. Lopes and Mr. Rapoza in favor.

**E. Meter Reading Fee**

Mr. Furtado – We are now at the point of approximately 200 properties that have not had their meters changed out. We have shut a few people off and that has worked. We are looking to charge a fee for properties that we have to physically go to and read the meter because they have not changed out their meter.

Mr. Hobson – What do surrounding Towns do?

Mr. Furtado – They shut the water off.

Mr. Wotton – I think that we should put a sticker or something on the property notifying them that they have 30 days to make the appointment and have the meter changed out and then on the 31<sup>st</sup> day we shut off the water.

Mr. Wotton motioned to notify the residents that they have 30 days to schedule the appointment and have the meter changed out and then on the 31<sup>st</sup> day we shut off the water if they have not done so. Mr. Hobson seconded. Rollcall Vote: Mr. Wotton and Mr. Hobson in favor. Ms. Smith, Mr. Lopes and Mr. Rapoza opposed. Motion does not pass.

Mr. Furtado - We need to get these meters changed out. It has been two years and we have notified these residents multiple times. We asked Plymouth County Water Works Association about this and we are the only community that does not shut water off.

Ms. Smith – How would we bill the fee?

Mr. Furtado - We can add them to the water bill and if they do not pay the bill then it would be lienied to their property.

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Discussion ensued.

Ms. Smith motioned to add a \$100 monthly non-compliance fee for anyone that has not changed out their meter starting October 1, 2023. Mr. Wotton seconded. Rollcall Vote: Mr. Wotton, Mr. Hobson, Ms. Smith, Mr. Lopes and Mr. Rapoza in favor.

**F. Annual Maintenance**

Mr. Furtado – In years past we had a Notice of Intent for property's that we did annual maintenance in. Tonight, we are looking to have the Board approve a letter for the maintenance of Hoppy's Landing.

Mr. Hobson motioned to approve the drafted letter for Hoppy's Landing Annual Maintenance. Mr. Lopes seconded. Rollcall Vote: Mr. Wotton, Mr. Hobson, Ms. Smith, Mr. Lopes and Mr. Rapoza in favor.

**VI. Tabled Matter**

**A. Policy for Gardens in Parks**

Mr. Lopes motioned to bring the discussion of the Policy for the Garden in Parks back to the table for discussion. Ms. Smith seconded. Rollcall Vote: Mr. Wotton, Mr. Hobson, Ms. Smith, Mr. Lopes and Mr. Rapoza in favor.

Ms. Smith motioned to adopt the Policy for Gardens in Parks as presented. Mr. Lopes seconded. Rollcall Vote: Mr. Wotton, Mr. Hobson, Ms. Smith, Mr. Lopes and Mr. Rapoza in favor.

**VII. Public Comments / Open Forum**

**VIII. Old Business / New Business**

**A. Superintendent**

**Superintendent Report for September 11, 2023**

- Brokerage agreement
- SEMASS updated amendment
- Send TA MOU's
- Notice to proceed given to Appraisers for SRTS
- Sunset Beach sewer main construction meeting
- Josh and I meet with GCG various projects

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- Attend Bikeways Committee Meeting re SRTS
- Finalizing Article language for Town Meeting
- Meet with MRV and Finance Team re SRF borrowing for Water Plant Upgrade
- Attend Planning Meeting - storage facility at AT & T parking lot
- Josh and I meet with Pavement Management/Snow Routes (revised) Engineer
- Work on various programs available to keep sewer rates as low as possible as part of upgrade - tasking consultant to assist and redo rate chart
- Attend various meetings re sewer CBA finalizing
- Meet with TA and Police Chief re Details MOU
- Attend pre-construction meeting re Rita's Way

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

**B. Board Members**

Ms. Smith – I heard from someone that used to be on the Bikeway Committee that the warning light on the west side is on the wrong side.

Mr. Crabb- That will be taken care of during the safe routes to school project.

Mr. Hobson – I would like the wall at the end of Seaview Avenue to be fixed. It was hit by a car a few months back.

**C. Marine Resources Committee – BPW Related Matters**

Mr. Hobson - We met and there are some issues at union wharf. I would like to see the parking lot get fixed and maybe even a few signs put up that say boat parking only. Also, there are weeds by the lobster pots that need to be cut back.

**D. Community Preservation Committee – BPW Relate Matters**

**IX. Set Date for the Next Meeting**

Mr. Lopes motioned to set the date for the next meeting on September 25, 2023 at 6:00 p.m. Mr. Hobson seconded. Rollcall Vote: Mr. Wotton, Mr. Hobson, Ms. Smith, Mr. Lopes & Mr. Rapoza in favor.

**X. Adjourn**

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Mr. Hobson motioned to adjourn the meeting at 7:41 p.m. Mr. Lopes seconded. Rollcall Vote: Mr. Wotton, Mr. Hobson, Ms. Smith, Mr. Lopes & Mr. Rapoza in favor.

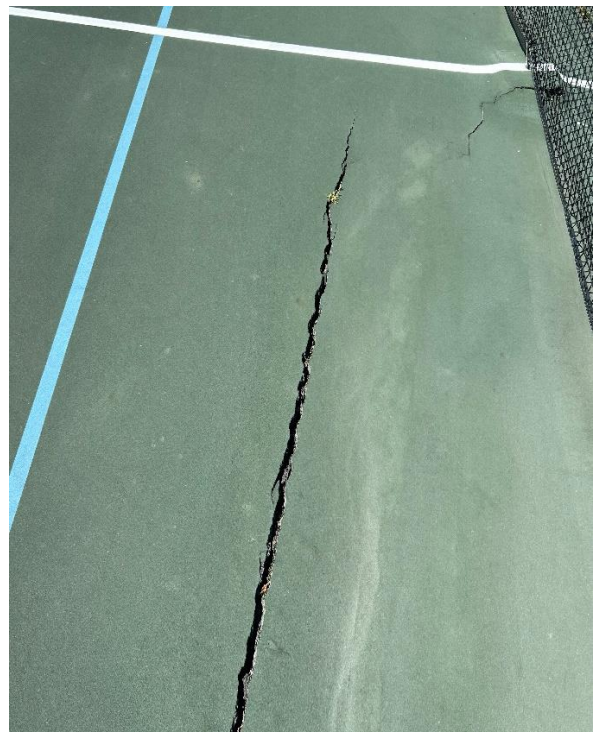
Respectfully submitted,

*Rebecca L. Vento*

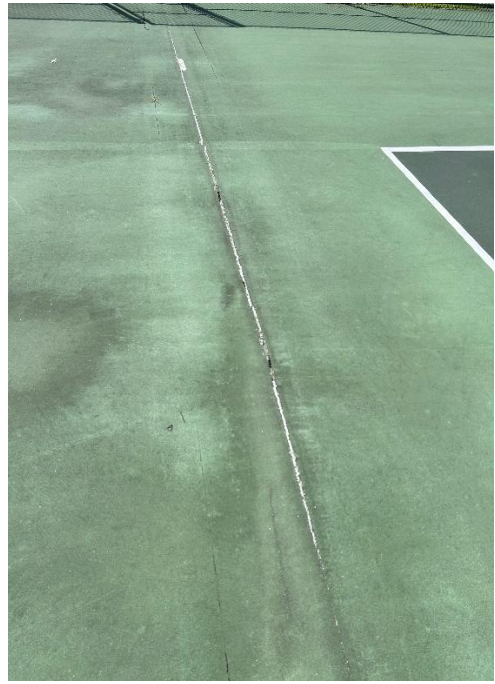
Rebecca Vento  
Office Manager

Minutes approved on September 25, 2023

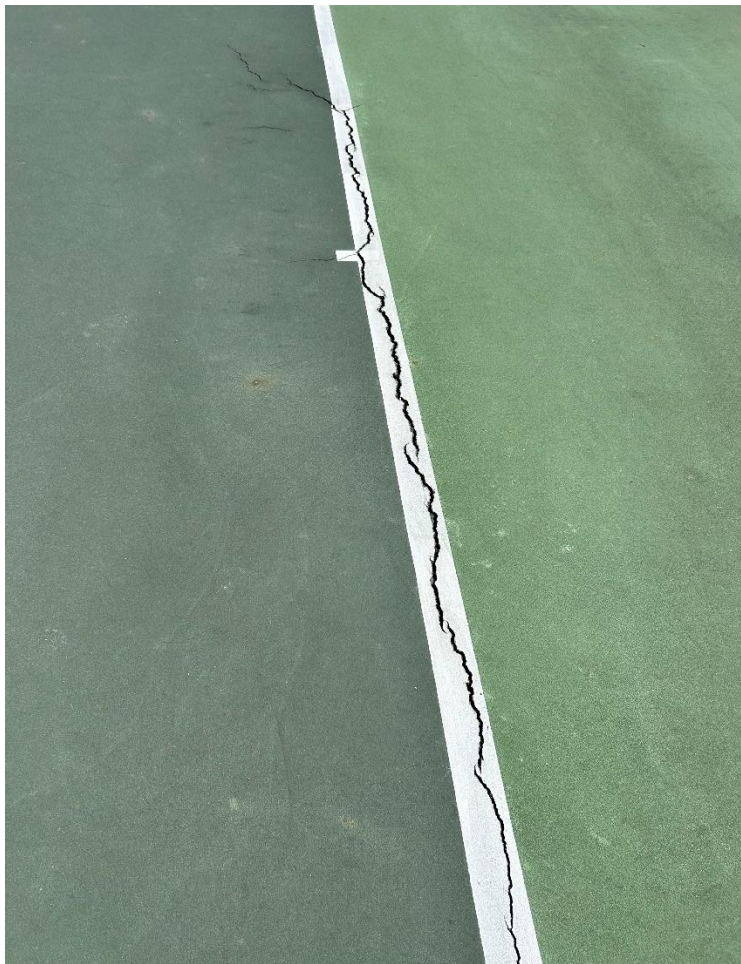
**CUSHMAN PARK  
FOUR TENNIS COURTS  
(Sept. 3, 2023)**











**LIVESEY PARK**  
**2 TENNIS COURTS / 2 BASKETBALL COURTS / STREET HOCKEY RINK**  
**(Sept. 3, 2023)**  
**TENNIS COURTS**





## TENNIS COURTS



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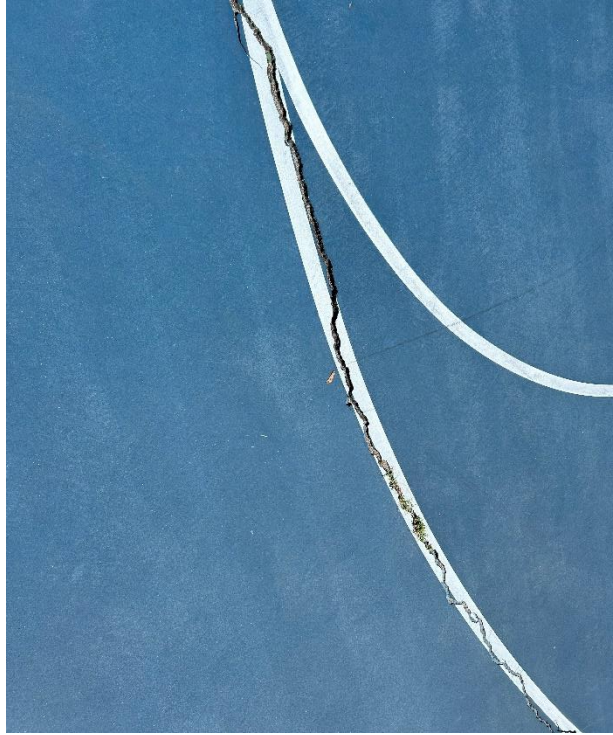




## BASKETBALL COURTS



## BASKETBALL COURTS





## STREET HOCKEY RINK



## STREET HOCKEY RINK

