



Fairhaven Select Board & Finance Committee
Joint Meeting Minutes
September 28, 2023

FAIRHAVEN TOWN CLERK
RCUD 2023 OCT 12 AM 11:05

Select Board Members Present: Chair Leon Correy, Clerk Stasia Powers, member Keith Silvia and Assistant Town Administrator Anne Carreiro

Present via zoom: Vice-Chair Charles Murphy Sr. and Town Administrator Angie Lopes Ellison

Finance Committee Members Present: Chair Padraic Elliot, Robert Grindrod, Linda Gallant, Peter Gardner, Stephen Levesque and Pattie Pacella

Finance Committee Members Present via zoom: Christopher Fidalgo

Finance Committee Members Not Present: Claire Millette

Also Present: Vinnie Furtado, Bruce Webb, Martha Reed, Elisabeth Horan and Kevin Fournier with Cam Durant, Joshua Crabb and Kelley Ramirez (via zoom)

Mr. Correy called to order the Select Board meeting at 6:30p.m.

Mr. Elliot called to order the Finance Committee meeting at 6:30pm

Mr. Silvia recognized Hispanic Heritage Month (September 15 – October 15, 2023)

MINUTES

Finance Committee Motion: Mr. Grindrod motioned to accept the Finance Committee minutes of May 6, July 13, 2023 and the joint Select Board and Finance Committee Minutes of September 13, 2023. Mr. Levesque seconded. The motion passed unanimously (6-0-0).

Mr. Elliot yielded back to Mr. Correy at 6:34 p.m.

SPECIAL TOWN MEETING WARRANT

Mr. Correy reviewed the Special Town Meeting schedule (*Attachment A*). Draft 5 was distributed to the Select Board and Finance Committee in their packets (*Attachment B*).

Mr. Elliott said the focus tonight should be on the questions of the department heads here tonight and that the Finance Committee can meet later to debate.

Mr. Espindola said he would recuse himself on Article 6 due to his proximity to the location and Article 10 due to business.

Article 1 – Bills of Prior Year

Suggestions were made to the wording. Ms. Carreiro advised on the nature and reason for these bills of prior year.

Mr. Espindola left the banquet room at 6:38p.m.

Article 10 – Solar Canopy Project

Martha Reed Director of the Council on Aging and Bruce Webb Conservation/Sustainability Agent reviewed the article and answered questions regarding the nature of the project, what the article is for specifically, future

potential for charging stations and electric powered vans, whether police/fire/public works have reviewed the project plans, financials of the project, where specifically is the project.

Ms. Reed and Mr. Webb explained the article is for Town Meeting to authorize the Select Board to enter into negotiations for a lease for the solar canopy project and due to the length of the lease it would need Town Meeting approval. The representative from Solect Energy is out of town and could not be present. A meeting will be scheduled once he is back for additional details to present.

Additional information will be presented at the next joint meeting.

Mr. Espindola returned to the banquet room at 6:55p.m.

Article 7 – Town Hall Fire Alarm Panel

Kevin Fournier Facilities Manager explained the emergency nature of this article and that a recent quote has significantly reduced the original price quote bringing the amount down to \$70,000. The current panel is over twenty-five years old, parts cannot be found for repairs. In its current position above a radiator, it will continue to malfunction and the Fire Chief has recommended it be relocated during this process. If the panel were to malfunction, a twenty-four-hour watch would need to be present in Town Hall until the panel was functioning. Because this is an emergency funding need/repair it is not considered a capital project.

Article 8 – Election Poll Pads

Elisabeth Horan Town Clerk spoke to the article and reviewed the current state recommendation for two poll pads for each precinct and two for back-up. There are currently six poll pads, eight additional would be needed to meet the state recommendation which is due to be a requirement in 2024. The poll pads add to the efficiency of the voter check in and check out process.

Questions were asked if the request could be pushed out and what the voter turnout rates are. Ms. Horan advised that there are four elections in 2024, the additional poll pads take twelve to fifteen weeks to be ordered and shipped. The average voter turnout in 2023 would be hard to estimate for 2024 based on the type of elections in 2024 including a National Election which traditionally has a higher turnout.

Article 2 – Fund Sewer Labor Contracts

Vinnie Furtado BPW Superintendent and Cam Durant Human Resource Director answered questions on the nature of this article and why there is a need to waive Bylaw 50-9D.

Article 3 – Sewer Treatment Plant – Additional Funds

Mr. Furtado handed out information on this article and reviewed the details (*Attachment C*).

He answered questions about the funding, looking for low or no interest loans, bill frequency changes due to the anticipated increase, the meter replacement project, impacts if we do not complete this project,

Article 4 – Capital Fee Transfer

Mr. Furtado advised that this is a typical article to transfer a portion from Sewer Retained Earnings to the Sewer Capital Improvements Stabilization Fund.

Article 5 – Water Storage Tank Maintenance Contract

Mr. Furtado explained that this is a language change recommended by Town Counsel, there is no financial change, it is for language on the bidding process.

Mr. Espindola left the banquet room at 7:34p.m.

Article 6 – Safe Routes to School Property Easement Compensation

Mr. Furtado explained the reason for this article as part of funds received through Federal Funding, there is a Federal Requirement to assess and compensate some abutters to the project where work was completed. The range of compensation is \$50 to \$5,000 and has to be appraised for fifteen parcels. \$75,000 is the maximum if all fifteen are appraised at the maximum compensation of \$5,000. This is a Federal compensation requirement, we would not have received the funds if we did not agree to this.

Mr. Furtado offered to send copies of the project images.

Mr. Espindola returned to the banquet room at 7:42p.m.

Article 11 – Revolving Funds

Mr. Furtado explained that there is money taken in for Mattress Recycling and at the limit of \$1,000 they cannot cover the expenses coming out of this fund unless the limit is increased. Highway Superintendent Joshua Crabb also spoke to the way this revolving fund is used.

Questions were asked about how revolving funds work, Ms. Carreiro addressed them and then referred to G.L. Section 53E1/2: Revolving funds. No department is looking to get more money they are looking to have the limit increased so that funds taken in can be expended.

Article 1 – Bills of Prior Year

Mr. Furtado explained the bills from the Town of Mattapoisett was sent after fiscal close, it is a property tax bill for pumping stations in Mattapoisett. The other BPW bill of a prior year was a bill sent to an incorrect email for an employee that retired. The IT department has since connected emails to resolve this issue in the future.

Ms. Carreiro addressed the other two bills of a prior year, they were unanticipated and received after the close of the fiscal year.

Article 9 – Amend FY23 Community Preservation Committee Appropriation

This article is due to a wording change to add exterior to the previously approved Manjiro House project that listed interior and was approved at the June 18, 2022 Annual Town Meeting.

Article 12 – Appointment of Town Clerk

This article is the same as discussed at the May 6, 2023 Annual Town Meeting

Article 13 – Amend Bylaws Chapter 40 § 2-7

Ms. Ellison explained the article was recommended by Bond Counsel and Town Counsel due to the wording within. Section 7 is not needed because it is MGL. Other changes align the bylaw to the budget timeline.

Mr. Espindola asked to see the specific mark-ups and comments from Bond and Town Counsel recommendations and which recommendations came from the Town Administrator.

Discussion ensued on the recommended changes, the nature and source, budget process timing, what portions are from MGL, assets lists, the overall process, clarification on the number of members and concerns with going around the Capital Planning Process.

Clarification and updates will be brought to the next meeting.

Article 14 – Citizen's Petition

As submitted it is not actionable but has to be in the warrant. It was acknowledged by the Select Board and sent to the Sustainability Committee as well. Town Counsel was engaged on how to proceed with this article.

Mr. Espindola asked to add for the record clarification on a statement made at the September 18, 2023 Select Board meeting by the Town Administrator about her treatment compared to her predecessors regarding

appointments of the Planning Director and creation of the Human Resource Director position being approved by the Board. He handed out highlighted copies of past Select Board meeting minutes (*Attachment D*) and made a statement about how he does not treat gender differently.

Mr. Elliott said the next meeting on October 11, 2023 may have some last-minute items to review together including the Sewer Contract details.

The next joint meeting of the Select Board and the Finance Committee will be on Wednesday, October 11, 2023 at 6:30 p.m. at Town Hall.

Finance Committee adjourned at 8:38 p.m.

The Select Board adjourned at 8:38 p.m.

Respectfully submitted on behalf of the Select Board Clerk (ah)

ATTACHMENTS:

- A. Special Town Meeting Schedule
- B. Special Town Meeting Warrant – draft 5 dated 9/27/2023
- C. BPW handout – Vinnie Furtado
- D. Highlighted Select Board minutes – from Robert Espindola

Approved on October 11, 2023

November 14, 2023 Special Town Meeting

Hastings Middle School

Calendar

Monday, July 17, 2023: Select Board votes to call a Special Town Meeting (STM) for Tuesday, November 14, 2023 at 7:00 p.m. and to open the warrant for that meeting

Friday, August 18, 2023: Boards/Commissions/Departments submit to the Town Administrator articles they would like included in the warrant. *Accompanying the article(s) must be a statement as to why the article cannot wait until the May 2024 Annual Town Meeting.*

Thursday, August 31, 2023: Last day for citizen petition articles, *must have 100 signatures*

Tuesday, September 5 – Wednesday, October 4, 2023: Joint meetings of Select Board and Finance Committee scheduled to review articles

- Wednesday, September 13, 2023
- Thursday, September 28, 2023
- Wednesday, October 11, 2023

Wednesday, October 11, 2023: Final review of articles. Select Board closes the warrant, signs the STM warrant

Tuesday, October 17, 2023: Post warrant, send to printer

Tuesday, October 24, 2023: Last day to post warrant (if needed)

Tuesday, October 31, 2023: STM warrant is mailed to Town Meeting Members

Monday, November 6, 2023: Select Board reviews motions for special town meeting articles

Wednesday, November 8, 2023: Special Town Meeting Preview (TBD with Town Moderator)

Tuesday, November 14, 2023: Special Town Meeting

Wednesday November 15, 2023: Second night of Special Town Meeting (if necessary)



Town of Fairhaven

PRINTED: 9/27/2023

DRAFT 5

WARRANT

On Tuesday, the fourteenth of November, 2023 at 7:00p.m. in the Walter Silveira Auditorium at the Elizabeth I. Hastings Middle School, then and there, the following articles will be before you for a vote.

The Finance Committee has reviewed and provided their recommendation as custom. Contact the Select Board/Town Administrator's office for more information.

Majority Vote needed unless stated otherwise

ARTICLE 1: BILLS OF PRIOR YEAR-Paid from FY24 funds unless noted otherwise

To see if the Town will vote to pay the unpaid bills of a prior fiscal year. And others that may be brought forward, or take any other action relative thereto

Petitioned by: Town Accountant

<u>Vendor</u>	<u>Amount</u>	<u>Funded From</u>
Stephenson & Brook	\$ 8,000 from FY2021	Surplus Revenue (Free Cash)
Standard Marine Outfitters	\$ 35.98 from FY2023	Surplus Revenue (Free Cash)
Town of Mattapoisett	\$ 6,647 from FY2022	Water Retained Earnings
ASNE	\$ 3,501 from FY2021	Water Retained Earnings

Select Board:

Finance Committee:

Vote Required: Four-Fifths (4/5) Vote

Motion: To approve as listed in the warrant

ARTICLE 2: FUND SEWER LABOR CONTRACTS-FY23 & FY24

To see if the Town will vote to fund the FY23 and FY24 labor contract for the Sewer Department or take any other action relative thereto.

Petitioned by: Town Administrator

Select Board:

Finance Committee:

Motion: To waive § 50-9 D of the Town Bylaw, Collective Bargaining Agreements Section in accordance with Subsection F

Motion: To adopt the sum of \$75,000 to be transferred from Sewer Enterprise Fund Retained Earnings to Sewer Salaries and Wages

ARTICLE 3: SEWER TREATMENT PLANT ADDITIONAL FUNDS

To see if the Town will vote to amend Article 15A of the June 18, 2022 Town Meeting and raise and appropriate, borrow or transfer from available funds an additional sum of \$20,000,000.00 for additional charges to supplement the costs for the sewer treatment plant upgrade, or take any action relative thereto.

Petitioned by: Board of Public Works

Select Board:
Finance Committee:

Motion: To amend Article 15A of the June 18, 2022 Annual Town Meeting and to move that an additional sum of \$20,000,000 is appropriated along with the previously approved \$50,000,000 to pay costs for Sewer Treatment Plant Upgrade, including the payment of all costs incidental and related thereto, and that to meet this appropriation, the Treasurer, with the approval of the Select Board, is authorized to borrow \$20,000,000 pursuant to G.L. c. 44, §8(14) or any other enabling authority, and to issue bonds or notes of the Town therefore.

ARTICLE 4: CAPITAL FEE TRANSFER

To see if the Town will vote to transfer from the June 30, 2023 Sewer Retained Earnings the Sewer Capital Fee Revenue of \$295,959.45 and transfer into the Sewer Capital Improvements Stabilization Fund or take any action relative thereto.

Petitioned by: Board of Public Works

Select Board:
Finance Committee:

Motion: To transfer from the June 30, 2023 Sewer Retained Earnings the Sewer Capital Fee Revenue of \$295,959.45 and transfer into the Sewer Capital Improvements Stabilization Fund.

ARTICLE 5: WATER STORAGE TANK MAINTENANCE CONTRACT

To see if the Town will vote pursuant to G.L. Chapter 40 § 62 to authorize the Chief Procurement Officer, in consultation with the Board of Public Works, to enter into a water storage tank maintenance contract to be awarded in accordance with G.L. Chapter 30B § 6, for a maximum term of fifteen years and in an amount not to exceed one million dollars (\$1,000,000) as appropriated under Article 14B of the June 18, 2022 Annual Town Meeting, or take any other action relative thereto.

Petitioned by: Board of Public Works

Select Board:
Finance Committee:

Motion: To authorize the Chief Procurement Officer, in consultation with the Board of Public Works, to enter into a water storage tank maintenance contract in accordance with G.L. Chapter 30B § 6, for a maximum term of fifteen years and in an amount not to exceed one million dollars (\$1,000,000) as appropriated under Article 14B of the June 18, 2022 Annual Town Meeting.

ARTICLE 6: SAFE ROUTES TO SCHOOLS PROPERTY EASEMENT COMPENSATION

To see if the Town will vote to raise and appropriate, borrow or transfer from available funds the sum of \$ 75,000 from Surplus Revenue (Free Cash) for costs associated with compensation to property owners for the temporary easements on thirteen parcels on Scoticut Neck Road between David Drown Blvd. and Hiller Ave. that was part of securing a State/Federal Safe Routes to School grant or take any other action relative thereto.

Petitioned by: Board of Public Works

Select Board:

Finance Committee:

Motion: To transfer from available funds the sum of \$ 75,000 from Surplus Revenue (Free Cash) for costs associated with compensation to property owners for the temporary easements on thirteen parcels on Sconticut Neck Road between David Drown Blvd. and Hiller Ave. that was part of securing a State/Federal Safe Routes to School grant.

ARTICLE 7: REPLACE TOWN HALL ALARM PANEL

To see if the Town will vote to raise and appropriate, borrow or transfer from available funds the sum of \$ 250,000 for costs associated with replacing the fire alarm panel in Town Hall and associated costs for the project or take any other action relative thereto.

Petitioned by: Town Administrator

Select Board:
Finance Committee:

Motion: To transfer from Surplus Revenue (Free Cash) the sum of \$250,000 for costs associated with replacing the fire alarm panel in Town Hall and associated costs for the project.

ARTICLE 8: TOWN CLERK POLL PADS

To see if the Town will vote to raise and appropriate, borrow or transfer from available funds the sum of \$ 12,700 to purchase poll pads for elections and Town Meeting efficiency or take any other action relative thereto.

Petitioned by: Town Clerk's Office

Select Board:
Finance Committee:

Motion: To move that the Town vote to raise and appropriate, borrow or transfer from available funds the sum of \$12,700 for costs associated with the purchase of poll pads or take any action relative thereto.

**ARTICLE 9: AMEND FY23 COMMUNITY PRESERVATION COMMITTEE APPROPRIATION:
WHITFIELD MANJIRO FRIENDSHIP SOCIETY**

To see if the Town will vote to amend previously approved FY23 Whitfield Manjiro Friendship Society – Whitfield Manjiro Cultural Center project (Article 22G of the June 18, 2022 Annual Town Meeting) to include exterior renovations, with no additional funding requested.

Petitioned by: Community Preservation Committee

Select Board:
Finance Committee:

Motion: To amend Article 22G of the June 18, 2022 Annual Town Meeting to include exterior renovations.

ARTICLE 10: SOLAR CANOPY PROJECT: RECREATION CENTER/COUNCIL ON AGING

To see if the Town will vote to authorize the Select Board or its designee to enter into a lease, power purchase, and any energy storage agreement with Solect Energy Development LLC for solar energy projects located in Town and School properties, through the program created by Power Options or take

any other action relative thereto.
Petitioned by: Town Administrator

Select Board:
Finance Committee:

Motion: To move that the Town authorize the Select Board or its designee to enter into a lease, power purchase, and any energy storage agreement with Solect Energy Development LLC for solar energy projects located in Town and School properties, through the program created by Power Options or take any action relative thereto.

ARTICLE 11: REVOLVING FUNDS

To see if the Town will increase the following Revolving Accounts' spending limits under the provisions of Massachusetts General Law Chapter 44, Section 53 E 1/2.

Revolving Fund	Authorized to Spend	Revenue Source	FY24 Limit
Mooring Fees	Marine Resources	Mooring fees	\$4,000
Mattress Recycling	Board of Health/Sanitation	Fees from mattress disposal	\$4,000

Or take any other action relative thereto.

Petitioned by: Town Administrator

Select Board:
Finance Committee:

Motion: To adopt as written in the warrant.

ARTICLE 12: APPOINTMENT OF TOWN CLERK

To see if the Town will vote, pursuant to G.L. c. 41, s. 1B, to change the position of Town Clerk from elected to appointed, said change being contingent upon acceptance of such change by the voters at the next Annual Town Election, or take any other action relative thereto.

Petitioned by: Select Board

Select Board:
Finance Committee:

Motion: To adopt as written in the warrant.

ARTICLE 13: AMEND BYLAWS CHAPTER 40 § 2-7

To see if the Town will vote to amend the language in Bylaws, Chapter 40 § 6 as recommended by Bond Counsel with the following language updates reflected below with changes listed below:

§ 40-2. Committee established.

The Select Board shall appoint a Capital Planning Committee ("Committee") consisting of seven six voting members, and three or more nonvoting ex officio members, to assist and advise the Town Administrator in preparing a five-year Capital Improvement Plan. The voting members shall serve terms of three years. Initially two voting members shall serve for one year, two for two years, and three for three years, and they may be reappointed. The Committee shall be comprised as follows:

A. Voting members:

- (1) One member of the Board of Public Works or an appointee thereof;
- (2) A person who is a member of the Fairhaven local School Committee or an appointee thereof;
- (3) A resident of Fairhaven who represents the business, financial, or banking community;
- (4) A resident of Fairhaven with experience in the management of construction activities;
- (5) A resident of Fairhaven knowledgeable about the Town's needs in the areas of open space and recreation facilities or activities;
- (6) ~~The Finance Director/Treasurer/Collector~~; Designee of a financial staff member, acting as Chair; and
- (7) ~~The Town Administrator~~; and One resident member appointed by the Select Board
- (8) ~~Such other nonvoting ex-officio members as the Select Board deems appropriate from time to time.~~

§ 40-3. Duties of Committee.

~~B. Work with Town departments and officers to compile an inventory of the Town's facilities, equipment, machinery and other capital assets;~~

~~C. Consider the relative need, impact, timing and cost of these expenditures and the effect each will have on the financial position of the Town of Fairhaven;~~

~~D. C. Prepare an annual report recommending a Capital Improvement Budget Projects/Plan for the next fiscal year and a Capital Improvement Program Plan, including capital improvements for the next five years. The report shall be submitted to the Town Administrator with the budget presented to the Select Board on or before December 31 of prior to each year for consideration and approval; [Amended 6-14-2021 ATM by Art. 46]~~

~~E. D. Present the The Capital Improvement Plan is to be presented at the Annual Town Meeting for its approval of fiscal year expenditures;~~

~~F. Monitor the execution of projects authorized;~~

~~G. Explain and defend to the Town Meeting any deviation which the Committee proposes from the Capital Improvement Plan.~~

§ 40-4. Report of anticipated capital outlays to Committee.

~~By October 15 of eEach year, each department, board, committee and commission shall provide to the Committee information concerning all anticipated capital outlays requiring Town Meeting appropriation for the ensuing five-year period.~~

§ 40-5. Public hearing on Capital Improvement Plan. [Amended 6-14-2021 ATM by Art. 46]

~~After the annual presentation of the Capital Improvement Plan by the Committee to the Select Board, the Select Board shall, within 30 days of the receipt of the plan, hold a public hearing to present the plan for public comment.~~

§ 40-65. Appropriation for capital improvements. [Amended 6-14-2021 ATM by Art. 46]

No appropriation shall be voted for a capital improvement requested by a department, board or commission unless the proposed capital improvement has been considered in the Committee's Capital Improvement Plan, or the Committee has submitted a report to the Select Board explaining the omission of the proposed capital improvement from its Plan vetted the request/project.

§ 40-7. Expenditures in preparation for capital improvements.

Such Capital Improvement Program, after its adoption, shall permit the expenditure on projects

included therein of sums from departmental budgets for surveys, architectural or engineering advice, options or appraisals; but no such expenditure shall be incurred on projects which have not been so approved by the Town through the appropriation of sums in the current year or in prior years, or for preliminary planning for projects to be undertaken more than five years in the future. Notwithstanding the provisions of this section, the Town may appropriate and expend funds for the purchase of land regardless of when improvements to, or use of, the land by the Town is anticipated.

Petitioned by: Town Administrator, recommended by Bond Counsel

Select Board:
Finance Committee:

Motion: To adopt as written in the warrant.

ARTICLE 14: CITIZENS PETITION – STREET ACCEPTANCE: ALVES WAY

To see if the Town will vote to accept as a public street Alves Way, or take any action relative thereto.

Petitioned by: Antonio Alves

Select Board:
Finance Committee:

Motion: To be provided by petitioner

ARTICLE 15: CITIZENS PETITION – RECONSIDER ADOPTION OF ARTICLE 22, MAY 6, 2023 ANNUAL TOWN MEETING

To see if the Town will vote to request that the Sustainability Committee reconsider adoption of previously approved Article 22 of the May 6, 2023 Annual Town Meeting which stated: Amend Bylaws, Chapter 83 Alcoholic Beverages and Drugs, add a new section §5, Prohibit Sale of Alcohol "Nip" Bottles. The sale of alcoholic beverages in containers less than or equal to 100 milliliters is prohibited within the Town of Fairhaven effective January 1, 2024 or take any action relative thereto.

Petitioned by: The eligible voters of the Town of Fairhaven

Select Board:
Finance Committee:

Motion: To be provided by petitioner

ARTICLE 16: OTHER BUSINESS

To act upon any other business which may legally come before this meeting.

And you are hereby directed to serve this warrant by posting an attested copy thereof on or near the front or main entrance of the polling place for all Precincts at the Fairhaven Recreation Center, 227 Huttleston Avenue, seven days at least prior to the date of the meeting.

\$20 M Sewer Upgrade Article

Bid opening for General Contractors occurred on June 22, 2023 due to continued requests from General Contractors for additional time in hopes of maintaining a competitive bid.

Market volatility made it difficult to estimate construction costs prior to bid time. While we were able to solicit three General Contractor bids, the lowest bid for the project was slightly over \$62 million and above the previously appropriated value of \$50 million.

The Town therefore must hold a special Town Meeting to appropriate additional funding prior to award of the contract.

The driver for the Fairhaven WPCF Upgrade Project is the need to comply with an Administrative Consent Order (ACO) requiring the Town to implement a nitrogen removal upgrade prior to December 31, 2025. With a projected construction duration of 30 months, it is critical the Town advances this project under the current round of SRF funding to have any hope of meeting this deadline. Awarding the contract in November 2023 will allow for just 26 months of construction before the deadline for a complex project that will require maintaining operation of the existing facility while executing significant upgrades to many of the existing processes.

Further condensing this project timeline will put the Town at serious risk of not meeting the ACO deadline.

The current round of SRF funding does not incorporate the newly promulgated Build America Buy America Act (BABAA) requirements into Contract Documents, only requiring American Iron and Steel requirements. With the expected implementation of the BABA requirements into next year's SRF funded projects, equipment costs and therefore total project costs will increase dramatically.

Some vendors and contractors have advised us to anticipate a 20 to 40% increase in material costs when BABAA is implemented. It is our belief that the Town of Fairhaven has received the fairest price to complete the work and pushing the project to next year's round of SRF funding will add avoidable costs for the Town.

Bills of Prior Year - ASNE - \$3501.70

This invoice was emailed to the prior wastewater superintendent who has since retired. When ANSI followed up with our office, we were in the next fiscal year.

Bills of Prior Year - Town of Mattapoisett - \$6,647.70

This invoice was received in late June 2023 and it's our tax invoice for property owned in Mattapoisett.

Mattress Recycling Revolving Account - \$1,000.00 to \$4,000.00

This request is to increase the amount in the revolving account based on the cost of disposal. This won't cost the Town any additional money. We just need to increase the amount.

Safe Routes to School - \$75,000

This is the max amount needed based on the appraisals that are on going as part of the \$2M Safe Routes to School Project. This allotment is for temporary easements for the inconvenience to the property owner. This is required as part of the Federal Funding requirements.

Sewer Capital Improvements Stabilization Fund

This is the typical request to transfer an amount - in this case - \$295,959.45 from the Sewer Retained Earnings into the Sewer Capital Improvement Fund see if the Town will vote to appropriate from the Sewer

Sewer Department CBA - \$75,000

Settle the collective bargaining agreement with the Teamsters Union



Fairhaven Board of Selectmen

September 12, 2017 Meeting Minutes

Present: Chairman Robert Espindola, Vice Chairman Daniel Freitas, Clerk Charles Murphy, Town Administrator Mark Rees, and Administrative Assistant Anne O'Brien.

Mr. Espindola called the meeting to order in the Town Hall Banquet Room at 5:03 p.m. The meeting was recorded by Cable Access.

TOWN ADMINISTRATOR REPORT

Mr. Rees updated the Board on several matters:

- The minutes of the August 30, 2017 meeting were being tabled to the next meeting to allow time for review of the draft minutes
- A request to install no parking signs at the end of Highland Ave was withdrawn by the applicant and therefore was removed from the agenda
- Mr. Rees will attend an EPA water quality meeting on September 14, to discuss strategies with EPA officials, regarding their updated water discharge regulations
- Massachusetts Historical Commission turned down the Stratford Group's first request for historical tax credits on the Oxford School project. The town is working with Stratford Group to revise the request for the next round of applications
- The Capital Planning Committee reviewed the non-monetary proposals for the Public Facilities study and will make their recommendation after they interview the firms on September 18
- Radio communications have been upgraded in the area of West Island, thanks to a Police Department initiative
- The Cable Access Committee will help compile a list of proposed rules and regulations for the cable access channel. Once their proposed regulations are compiled, they will come to the Board of Selectmen with the regulations for consideration
- Harassment training for all town employees and volunteers is scheduled for September 20 and 21
- The proposed harassment policy will come before the Board of Selectmen in the form of a public hearing to follow the process as outlined by the Town's updated personnel bylaw
- The FY19 budget calendar and proposed Board of Selectmen meeting calendar will be ready for the next meeting of the Board of Selectmen, and will include a goal setting workshop for one Saturday in October

MINUTES

Mr. Freitas motioned to approve the open session minutes of the August 7, 2017 meeting. Mr. Murphy seconded. Vote was unanimous. (3-0).

COMMITTEE LIAISON REPORTS

Mr. Freitas, as a liaison to the Historical Commission, asked Mr. Rees if the facilities plan RFP included the Town's historical structures (the Fire Museum, Old Stone Schoolhouse, etc.) in the report. Mr. Rees said they were not included.

Mr. Murphy said that he had a Commission on Disability meeting scheduled for the next week. The Whitfield/Manjiro Friendship Society is accepting donations for their table for the Manjiro festival on October 7.

Mr. Espindola said that the Wellness Committee is planning to meet to discuss an incentive program.

USE OF TOWN HALL – MANJIRO FESTIVAL

The Board reviewed an application from Gerry Rooney, president of the Whitfield-Manjiro Friendship Society, requesting use of the Town Hall for restrooms, and the auditorium as a back-up to activities on October 7, 2017, in case there is inclement weather. (See Attachment A).

Mr. Rees said that most of the application was complete and he would follow up with Mr. Rooney on its completion, if necessary. Mr. Freitas motioned to approve the request for the use of the Town Hall and its auditorium, and the waiver of all fees associated, contingent upon the satisfactory completion of the application, to be determined by Mr. Rees. Mr. Murphy seconded. Vote was unanimous. (3-0).

TURKEY TROT

The Board received a letter from Richard Racine on behalf of the New Bedford Track Club and Union Running, requesting to hold the annual Turkey Trot to raise funds for the Shepherd's Pantry. Present were Erin Carr, Michelle Tapper Racine and Gerry Payette of the Shepherd's Pantry. Mr. Payette said he supported the project and thanked the Track Club and Union Running for taking over the project, because it raises a lot of funds for the pantry. (See Attachment B).

Mr. Freitas motioned to approve the Turkey Trot. Mr. Murphy seconded. Vote was unanimous. (3-0).

HUMAN RESOURCES DIRECTOR

Mr. Rees informed the Board that he had completed the interview process for the position of Human Resources Director, and he had selected Anne O'Brien for the appointment to the position. See Attachment C.

The Board expressed support for the appointment. Mr. Freitas motioned to approve the Town Administrator's appointment of Anne O'Brien to Human Resources Director. Mr. Murphy seconded. Vote was unanimous. (3-0).

EJ'S THIRD PARTY PERMIT REQUEST

The Board read a request from Cathy Melanson of EJ's Restaurant, requesting use of the EJ's liquor license (previously relinquished and held in the Selectmen's Office) for a one-day use on September 28, for a business event. The Police Chief said that the Police Department does not object to this request. See Attachment D.

Mr. Freitas motioned to approve the use of the license as a third-party permit for the one-day event, with the license being returned to the Selectmen's Office the next day. Mr. Murphy seconded. Vote was unanimous. (3-0).

DIABETES PREVENTION PROGRAM

The Board reviewed a memorandum of understanding for the Diabetes Prevention Program for the Wellness Committee. See Attachment E. Mr. Freitas motioned to support the program authorize the Town Administrator to sign. Mr. Murphy seconded. Vote was unanimous. (3-0).

99 RESTAURANT CHANGE OF OFFICER

At 5:32 p.m., the Chairman opened a scheduled appointment for the change of officers/directors for 99 Restaurants, as outlined in Attachment F. After review, Mr. Freitas motioned to approve the change of officers to: Brent B. Bickett, Timothy T. Janszen, Charles O. Noyes, Greg Hayes, Goodloe M. Partee. Mr. Murphy seconded. Vote was unanimous. (3-0).

OTHER BUSINESS

In Other Business:

- Mr. Freitas noted that there was a wild turkey problem, particularly in the neighborhood behind the High School, and reminded the public to not feed the wildlife
- Mr. Murphy thanked everyone who attended the annual Our Lady of Angels Feast on Labor Day weekend
- Mr. Murphy reminded the public that the annual Manjiro festival would be on October 7

At 5:40 p.m. Mr. Freitas motioned to adjourn. Mr. Murphy seconded. Vote was unanimous. (3-0).



Fairhaven Board of Selectmen

Meeting Minutes

April 8, 2019

Present: Chairman Daniel Freitas, Vice Chairman Charles Murphy, Clerk Robert Espindola, Town Administrator Mark Rees and Administrative Assistant Vicki Paquette.

Chairman Freitas called the meeting to order in the Town Hall Banquet Room at 6:33 p.m. The meeting was recorded by Cable Access.

MINUTES

Mr. Murphy made a motion to accept the minutes of the March 14, 2019, open session. Mr. Espindola seconded. Vote was unanimous. (3-0)

TOWN ADMINISTRATORS REPORT

- Mr. Rees told the Board that he attended a luncheon for the Port of New Bedford for the Phase V dredging project with Harbormaster Tim Cox, and Selectman Espindola
- Mr. Rees recently approved the appointment of special police officer Phil Lacerda who is a retired Fairhaven police officer and this will allow him to work details for the Fairhaven Police Department
- Mr. Rees and School Superintendent, Bob Baldwin will be maintaining the current 44% School / 56 % Town split of cable T.V. revenue through FY20 to allow additional time to develop community television programming before having discussions on possible reallocation of the split
- Mr. Rees said with the exception of one line item in the Public Works budget which the Finance Committee has not yet voted a recommendation, we have a consensus operating and capital budgets going into Town meeting
- Tom Crotty, Sue Loo and Mr. Rees met with Zack Mayo and Mike Ristuccia this past week where they shared with them a draft purchase and sale agreement and discussed the performance security the Town will need for the project to move forward
- Mr. Rees had lunch with Town Moderator Mark Sylvia where we reviewed the various articles for the upcoming town meeting and logistics for the meeting
- Superintendent. Baldwin and Mr. Rees will be going to the State House on April 24, 2019 to meet with Rep. Straus and Sen. Montigny to discuss state aid to Fairhaven
- Congratulations to Selectman Freitas for winning the recent town election

COMMITTEE LIASON REPORTS

- Mr. Murphy will meet with the Commission on Disability this month
- Mr. Murphy thanked Cable Access Director, Derek Frates and camera operator Eric Sa for producing a commercial for Cable Access for the upcoming Japanese Festival
- Mr. Espindola will meet with the Dog Park Study Committee and the Wellness committee.
- Mr. Espindola encouraged residents to participate in the annual Bike Path clean up
- Mr. Freitas said he had recently met with the Rogers School negotiating team

REORGANIZATION OF BOARD

At 6:40 p.m. Chairman Freitas handed the gavel over to the Town Administrator to run the meeting while the Board appoints a new chair.

Mr. Freitas made a motion to appoint Selectman Murphy as the Chairman. Mr. Espindola seconded. Mr. Murphy abstained. Vote passed. (2-0-1)

Mr. Freitas made a motion to appoint Mr. Espindola as the Vice-Chair. Mr. Murphy seconded. Mr. Espindola abstained. Vote passed. (2-0-1)

Mr. Espindola made a motion to appoint Mr. Freitas as Clerk. Mr. Murphy seconded. Mr. Freitas abstained. Vote passed. (2-0-1)

Mr. Rees returned the gavel to Chairman Murphy.

PLANNING DIRECTOR APPOINTMENT

Mr. Rees introduced Paul Foley to the Board. Mr. Foley has been chosen to be the Planning Director and will begin his first day on April 23, 2019. Mr. Espindola made a motion to approve the Town Administrator's appointment of Paul Foley as the new Planning Director. Mr. Freitas seconded. Vote was unanimous. (3-0) (Attachment A)

SUSTAINABILITY COMMITTEE

Mr. Espindola made a motion to appoint Susan Spooner to the Sustainability Committee as a full member. Mr. Freitas seconded. Vote was unanimous. (3-0)

Mr. Espindola made a motion to appoint Wendy Drumm to the Sustainability Committee as full member. Mr. Freitas seconded. Vote was unanimous. (3-0)

Mr. Espindola made a motion to move Lois Callahan to become an alternate member from a full member on the Sustainability Committee. Mr. Freitas seconded. Vote was unanimous. (3-0)

BROADBAND STUDY COMMITTEE

Mr. Espindola made a motion to appoint John Methia as the Cable Advisory Representative to the Broadband Study Committee. Mr. Freitas seconded. Vote was unanimous. (3-0)

BUZZARDS BAY SWIM

Mr. Espindola made a motion to approve the one day liquor license for Buzzards Bay Coalition for the Buzzards Bay Swim on June 22, 2019 pending Fire and Police approval. Mr. Freitas seconded. Vote was unanimous. (3-0)

WEDDING CEREMONY

Mr. Espindola made a motion to approve the request for a wedding ceremony at Town Hall on June 2, 2019. Mr. Freitas seconded. Vote was unanimous. (3-0)

HOPPY'S LANDING REVOLVER ACCOUNT