

## FAIRHAVEN SELECT BOARD

### Meeting Minutes December 23, 2024

FAIRHAVEN TOWN CLERK  
RCUD 2025 JAN 28 AM 9:52

**Present:** Chair Stasia Powers, Vice-Chair Charles Murphy Sr., Clerk Andrew B. Saunders, members Keith Silvia and Andrew Romano and Assistant Town Administrator of Finance/Town Accountant Anne Carreiro

Ms. Powers opened the meeting at 5:03p.m.

#### **ACTION/DISCUSSION**

#### **Use of Town Hall and Flag Request: Fairhaven Homecoming, Saturday, June 28, 2025**

Mr. Silvia recused himself and exited the Banquet Room for this item.

Ms. Powers confirmed no balance owed from previous events.

**Motion:** Mr. Romano motioned to approve the use of Town Hall for Homecoming on June 28, 2025 pending approval from Police and Fire. Mr. Saunders seconded. The motion passed (4-0-1) Mr. Silvia abstained.

**Motion:** Mr. Romano motioned to approve the flag/banner request from June 15, 2025 through June 30, 2025. Mr. Saunders seconded. The motion passed (4-0-1) Mr. Silvia abstained.

**Motion:** Mr. Romano motioned to approve a temporary street closure on June 28, 2025 on Center St. between Green St. and William St. pending approval of Police, Fire and Public Works. Mr. Saunders seconded. The motion passed (4-0-1) Mr. Silvia abstained.

Mr. Silvia returned to the Banquet Room.

#### **Fairhaven FFY24 CDF/CDBG-Additional Special Conditions Response**

Public Works Superintendent Vinnie Furtado addressed the Board and explained the item (*Attachment A*) and the response letter needed for the special conditions outlined in the Community Development Block Grant.

**Motion:** Mr. Romano motioned for the Chair to sign the special conditions document for the FFY24CDBG agreement. Mr. Saunders seconded. The motion passed unanimously (5-0-0).

#### **Discuss Interim Town Administrator Interview Process**

Ms. Powers reviewed the proposed process as outlined (*Attachment B*).

*Meeting briefly recessed from 5:17 to 5:29pm*

#### **INTERVIEW OF INTERIM TOWN ADMINISTRATOR FINALISTS**

##### **George G. Samia**

Mr. Samia introduced himself to the Board and spoke to his background and experience. The Board asked Mr. Samia a series of questions. Mr. Samia summarized his interest in the interim Town Administrator position.

*Meeting briefly recessed from 6:15 to 6:21pm*

##### **Gregory M. Hanley**

Mr. Hanley introduced himself to the Board and spoke to his background and experience. The Board asked Mr. Hanley a series of questions. Mr. Hanley summarized his interest in the interim Town Administrator position.

**POSSIBLE ACTION/DISCUSSION**

**Deliberate and Vote to appoint an Interim Town Administrator**

Discussion ensued regarding each candidate's experience, background, skillset and knowledge. Discussion continued regarding what the Town needs from an interim Town Administrator in the timeframe outlined in the Special Acts that allows for 180 days.

**Motion:** Mr. Saunders motioned to appoint George Samia, subject to negotiation, as Interim Town Administrator. Mr. Saunders seconded. The motion passed (4-1-0) Mr. Romano opposed.

*Meeting briefly recessed from 7:35 to 7:37pm*

Ms. Powers called both candidates into the Banquet Room, she thanked them and updated them on the Board's deliberation and vote.

**EXECUTIVE SESSION**

**Motion:** Mr. Romano motioned to enter into executive session Pursuant to G.L. c. 30A, § 21(a)(2) To conduct strategy sessions in preparation for negotiations with non-union personnel and to conduct contract negotiations with nonunion personnel: Interim Town Administrator and not return to open session. Mr. Saunders seconded. Roll Call Vote: Mr. Romano, Mr. Saunders, Ms. Powers, Mr. Murphy and Mr. Silvia in favor. The motion passed unanimously (5-0-0).

**Meeting adjourned at 7:40p.m.**

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

**ATTACHMENTS:**

- A. Fairhaven FFY24 CDF/CDBG-Additional Special Conditions Response
- B. Interim Town Administrator Interview Process

Approved on January 27, 2025





Town of Fairhaven  
*Department of Planning and Economic Development*  
Town Hall 40 Centre Street Fairhaven, MA 02719 508-979-4082 x 123

December 17, 2024

Mr. Nathan Delude  
Program Representative  
Massachusetts Department of Housing and Community Development  
100 Cambridge Street, Suite 300  
Boston, MA 02114

RE: Fairhaven FFY24 CDF/CDBG- Additional Special Conditions Response

Dear Mr. Delude:

The following is the Town's response to the Additional Special Conditions of its FFY24 CDBG Agreement:

- Condition #1: the Town has completed and attached a BABA (Build America, Buy America) documentation form for the Hedge Street Phase 4 infrastructure project.
- Condition #2: The Town acknowledges that EOHLC reserves the right to further condition the Town's FFY24 CDF grant if the outcome of Fairhaven's pending civil rights complaint is adverse to the Town.

Should you have questions concerning this submittal, please contact Wayne Darragh, President, Community Opportunities Group by email at [wdarragh@cogincorp.com](mailto:wdarragh@cogincorp.com) or by phone at (617) 470-6436.

Sincerely,

Stasia Powers, Chair  
Selectboard

Attachment

cc: V. Furtado  
File

**Massachusetts CDBG Program FFY 2024 Application  
Build America, Buy America Act (BABA)  
Review Documentation**

In order to apply for FFY 2024 CDBG funds, all applicants for infrastructure projects must demonstrate consideration of BABA requirements and factor into applicable cost estimates compliance with these requirements. This form must be completed for each project that triggers compliance and uploaded to the "Miscellaneous" Tab in the application.

Infrastructure projects for this purpose are defined as "any activity related to the construction, alteration, maintenance, or repair of infrastructure in the United States". This includes most physical activities traditionally supported by the CDBG Program including rehabilitation of buildings and real property, construction of public facilities and improvements, utilities, water systems, electrical transmission facilities, broadband and transportation infrastructures. Note: This will not likely apply to single family housing rehabilitation programs, as there is a dollar threshold that applies to individual projects and not the program as a whole.

For FFY 2024 projects funded with CDBG dollars, awardees will be required to apply the Buy America Preference (BAP) for certain products. These include iron and steel and specific construction materials (non-ferrous metals, lumber, plastic- and polymer- based composite building materials, pipe, and tube). All manufacturing processes for iron and steel, as well as construction material must occur in the U.S.

If a municipality is working with a consultant, the consultant may prepare this document, but municipal staff must also concur with the determination(s) and both persons must sign/date at the end of this document. The municipal staff signing should be a person with oversight and/or management responsibilities related to this CDBG program year, as identified in the management plan.

<b>Name of Project:</b>	<b>Hedge St Phase 4</b>
<b>Project Budget (breakdown from all sources):</b>	\$923,376 CDBG Engineering \$66,000 Road Resurfacing \$32,790
1) Is this an infrastructure project, as defined in the second paragraph above? YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	
If yes, go to question 2.	
If no, describe directly below why this is not an infrastructure project and sign and date this document.	
2) Is the project budget from all sources more than \$250,000? YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	
If you answered yes to question 2, proceed to question 3.	

If no, the BAP does not apply to this project. Please type DOES NOT APPLY in the row directly below and sign and date this document.
3) Does the project use products subject to the BAP, as defined in the third paragraph above?
YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>
If yes, please list the products and quantities directly below.
Please see attached sheet
If no, the BAP does not apply. Please type DOES NOT APPLY in the row directly below and sign and date this document.
<b>***Please Note: If the BAP applies to products in this project, you must factor this into the cost estimate, as applicable.</b>

HUD does provide three potential project-specific waivers that may be considered:

1. Is applying the BAP to this project inconsistent with the public interest?
2. Are the materials used in the project not produced in the United States or not available in sufficient quantities?
3. Would inclusion of the domestically produced materials increase the cost of the overall project by more than 25%?

If the initial analysis determined that the BAP applies to this project, but you think that one of the above waivers may apply, please indicate this below and provide the rationale. Please note, this is all new, and the process for approval of such waiver appears to be long involving multiple federal reviews and a public comment period. Completing this section is for informational purposes only and is not intended to imply that a waiver has been initiated. **Applying for a waiver could result in feasibility and timeline issues.**

Please list waiver number(s) (1-3) and rationale:

Grantees will be required to document and collect records to demonstrate compliance with BABA requirements, including this document.

Information and guidance for the BAP may also be found at 2 CFR 184 and 2 CFR 200.322.

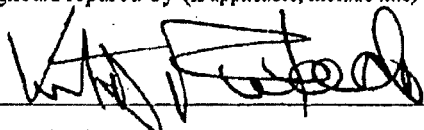
*\* Certification – By signing this document, the municipality (and consultant, if applicable) certifies that the information is accurate, prepared with due diligence and is free of misleading and/or fraudulent statements.*

Vincent D Furtado

9/20/2024

Signed/Prepared by (if applicable, include title)

Date



9/20/2024

Signed by (municipal staff) (include title)

Date

Engineers Estimate PHASE IV- Hedge Street					
Item	Description	Units	Quan.	Unit Cost (\$)	Total Cost (\$)
<b>DRAINAGE SYSTEM</b>					
1A	10" Dia. DI Drain Pipe	LF	20.00	\$ 180.00	\$ 3,600.00
1B	12" Dia. SDR35 PVC Drain Pipe	LF	280.00	\$ 110.00	\$ 30,800.00
2A	4" Dia. Catch Basin w/Offset Top	EA	3.00	\$ 7,500.00	\$ 22,500.00
2B	4" Dia. Manhole w/Offset Top	EA	1.00	\$ 7,000.00	\$ 7,000.00
2C	Abandon Existing Drainage Structures/Pipe	LS	1.00	\$ 1,200.00	\$ 1,200.00
<b>SIDEWALK AND CURB</b>					
3A	Cement Concrete s/w 4" min depth	S.Y.	420.00	\$ 110.00	\$ 46,200.00
3B	Cement Concrete d/lyes 6" min depth	S.Y.	220.00	\$ 115.00	\$ 25,300.00
3C	Precast Concrete Curb all lengths-str, ovd trans	L.F.	1240.00	\$ 55.00	\$ 68,200.00
<b>EARTHWORK</b>					
4A	Unclassified Excavation	C.Y.	100.00	\$ 60.00	\$ 6,000.00
4B	Fine Grading	S.Y.	2050.00	\$ 4.00	\$ 8,200.00
4C	Rock Excavation	C.Y.	50.00	\$ 120.00	\$ 6,000.00
4D	Gravel Borrow Refill	C.Y.	50.00	\$ 30.00	\$ 1,500.00
<b>PAVEMENT</b>					
5A	4" Trench Pavement	L.F.	40.00	\$ 30.00	\$ 1,200.00
5B	Reclaim	S.Y.	2050.00	\$ 10.00	\$ 20,500.00
5C	2 1/2" Base Course (Machine)	TON	275.00	\$ 156.00	\$ 42,900.00
5D	1 1/2" Top Course (Machine)	TON	185.00	\$ 156.00	\$ 28,860.00
5E	Base Course (Hand)	TON	40.00	\$ 250.00	\$ 10,000.00
5F	Top Course (Hand)	TON	25.00	\$ 250.00	\$ 6,250.00
5G	2" Trench Pavement	TON	1430.00	\$ 20.00	\$ 28,600.00
<b>MISCELLANEOUS WORK</b>					
6A	Gas Street/Service box	EA.	10.00	\$ 300.00	\$ 3,000.00
6B	Concrete/Controlled Density Fill	C.Y.	30.00	\$ 150.00	\$ 4,500.00
6C	Uniformed Police for Traffic Control	M.H.	500.00	\$ 60.00	\$ 30,000.00
6D	Loam and Seed	S.Y.	400.00	\$ 25.00	\$ 10,000.00
6E	Painted Crosswalk/Stop/No Parking Line Striping	L.F.	80.00	\$ 20.00	\$ 1,600.00
6F	Traffic Sign/Post Assembly	EA.	1.00	\$ 420.00	\$ 420.00
6G	Street Sign/Post Assembly	EA.	1.00	\$ 600.00	\$ 600.00
<b>LUMPSUM</b>					
7A	Mobilization	L.S.	1.00	\$30,000.00	\$ 30,000.00
7B	Misc. Work	L.S.	1.00	\$12,500.00	\$ 12,500.00
7C	Traffic Control	L.S.	1.00	\$ 3,000.00	\$ 3,000.00
<b>WATER SYSTEM</b>					
8A	6" Dia. CLDI Water Pipe	L.F.	20.00	\$ 300.00	\$ 6,000.00
8B	8" Dia. CLDI Water Pipe	L.F.	790.00	\$ 120.00	\$ 94,800.00
8C	6" Dia. Gate Valve	EA.	3.00	\$ 2,000.00	\$ 6,000.00
8D	Hydrant	EA	2.00	\$ 7,500.00	\$ 15,000.00
8E	3/4" and 1" Dia. Type K Copper Tube	L.F.	200.00	\$ 65.00	\$ 13,000.00
8F	3/4" and 1" Dia. Coporation Cocks	EA	11.00	\$ 750.00	\$ 8,250.00
8G	3/4" and 1" Dia. Curb Stops	EA	11.00	\$ 750.00	\$ 8,250.00
8H	8"X8" Tapping Sleeves and Valve	EA	1.00	\$10,000.00	\$ 10,000.00
8I	8" Dia. Gate Valve	EA	1.00	\$ 2,500.00	\$ 2,500.00
<b>SEWER SYSTEM</b>					
9A	P/I 8" Dia. SDR 35 PVC Gravity Pipe	L.F.	150.00	\$ 150.00	\$ 22,500.00
9B	P/I 6" Dia. SDR 35 PVC Gravity Pipe	L.F.	100.00	\$ 125.00	\$ 12,500.00
10A	P/I Sewer Manhole Frame/Cover	EA.	1.00	\$ 1,250.00	\$ 1,250.00
10B	P/I 4" Dia. Precast Sanitary Manhole	EA.	1.00	\$ 8,500.00	\$ 8,500.00
10C	PA Cleanout Assembly	EA.	4.00	\$ 1,300.00	\$ 5,200.00
10D	88 Hedge Street-Sewer Service Repair	L.S.	1.00	\$12,000.00	\$ 12,000.00
<b>TOTAL BASE BID</b>					\$ 686,180.00
Contingency 10.00%					\$ 68,618.00
<b>TOTAL BASE BID/CONTINGENCIES</b>					\$ 754,798.00
<b>Engineering:</b>					
	Update Plans and Bidding	L.S.	1.00	\$ 6,000.00	\$ 6,000.00
	Construction Administration	L.S.	1.00	\$ 8,000.00	\$ 8,000.00
	Construction Observation	L.S.	1.00	\$ 48,000.00	\$ 48,000.00
	Project Closeout	L.S.	1.00	\$ 4,000.00	\$ 4,000.00
<b>TOTAL ENGINEERING</b>					\$ 66,000.00
<b>PROJECT TOTAL</b>					\$ 820,798.00
CDBG Application					\$ 810,798.00

TABLE 6: Project Components - Deduct Alternates		Engineer
Alternate #:		
1	Credit for 2" Trench Pavement	\$ 28,600
2	Credit for Street/Traffic Signs and Line Striping	\$ 2,620
<b>TOTAL</b>		<b>\$ 31,220</b>

Prepared by: Michael J. Carter

Michael J. Carter, P.E.

02/02/24

**BAP Items and quantities - PHASE IV- Hedge Street**

Item					
Item	Description	Units	Quantity	Unit Price	Total Value
1	Catch Basin Frames and Covers	EA	3.00	\$850.00	\$2,550.00
2	Drain Manhole Frames and Covers.	EA	1.00	\$850.00	\$850.00
3	Gas Street/Service box	EA.	10.00	\$250.00	\$2,500.00
4	6" Dia. CLDI Water Pipe	L.F.	20.00	\$50.00	\$1,000.00
5	8" Dia. CLDI Water Pipe	L.F.	790.00	\$60.00	\$47,400.00
6	6" Dia. Gate Valve	EA.	3.00	\$1,200.00	\$3,600.00
7	Hydrant	E.A	2.00	\$3,500.00	\$7,000.00
8	3/4" and 1" Dia. Type K Copper Tube	L.F.	200.00	\$20.00	\$4,000.00
9	3/4" and 1" Dia. Coporation Cocks	E.A	11.00	\$350.00	\$3,850.00
10	3/4" and 1" Dia. Curb Stops	E.A	11.00	\$350.00	\$3,850.00
11	8"X8" Tapping Sleeve and Valve	E.A	1.00	\$2,500.00	\$2,500.00
12	8" Dia. Gate Valve	E.A	1.00	\$1,800.00	\$1,800.00
13	F/I Sewer Manhole Frame/Cover	EA.	1.00	\$950.00	\$950.00
					\$81,850.00

Prepared by: Michael Carter 11/06/2024

Michael J. Carter, P.E.





Town of Fairhaven  
Massachusetts  
40 Center Street · Fairhaven, MA · 02719

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Re: Interim Town Administrator Interview Process

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Ms. Powers will introduce and welcome the candidate.

Each Board member will have two questions to ask and will draw them at random.

The questions will be asked in order by position and seniority as follows:

1. Ms. Powers – Chair
2. Mr. Murphy – Vice chair
3. Mr. Saunders – Clerk
4. Mr. Silvia
5. Mr. Romano

Each Board member will have a packet containing all questions and space to take notes for each candidate. The Board will deliberate in open session at the conclusion of all the interviews.

The Board will choose a candidate through that discussion and then vote. The successful candidate will be notified of their selection pending a signed contractual agreement.

The Board will then adjourn to executive session to strategize on an offer.