

**Town of Fairhaven
Board of Public Works Meeting
November 16, 2020**

Present

Brian Wotton, Commissioner
Robert Hobson, Commissioner
Cameron Durant, Commissioner
Frank Coelho, Commissioner
Marcus Ferro, Commissioner
Vincent Furtado, BPW Superintendent
Rebecca Vento, Office Manager
Robert Carreiro, HMEO Interview
Ann Richard



I. Call to Order

Mr. Wotton called the meeting to order at 6:32 p.m.

II. Routine Matters

A. Signing of Departmental Bills

III. Approval of Minutes

A. November 2, 2020

Mr. Hobson motioned to approve the minutes of November 2, 2020. Mr. Coelho seconded.

Roll call vote: Mr. Wotton, Mr. Hobson, Mr. Coelho, Mr. Durant and Mr. Ferro in favor. Motion passes 5-0.

IV. Appointments

A. Interview for Heavy Motor Equipment Operator

1. Robert Carreiro

Mr. Furtado – As the Board is aware we have a vacancy for a truck driver position in the Highway Department. Mr. Charbonneau and I interviewed Mr. Carreiro and we are recommending him to the Board for hire.

Mr. Carreiro – I have plenty of experience. I grew up on a farm and have experience with equipment. I have done construction work and have driven Class A trucks for over 13 years.

Mr. Hobson – I think that you are well qualified for the position and I see that you may be able to help in the garage since you have welding experience.

**Town of Fairhaven
Board of Public Works Meeting
November 16, 2020**

Mr. Coelho – Your resume is impressive. You have experience with fixing vehicles and working construction as well.

Mr. Coelho motioned to hire Mr. Carreiro for the HMEO position at a step 1 pending the pre-employment screenings. Mr. Hobson seconded.

Roll call vote: Mr. Wotton, Mr. Hobson, Mr. Coelho, Mr. Durant and Mr. Ferro in favor. Motion passes 5-0.

B. Ann Richard, Livesey Park Skatepark

Ms. Richard – In 2014 the Town received a CPC Grant for \$60,000 to renovate the Livesey Park Skatepark. The skatepark was built in the 90's with money from the North Fairhaven Improvement Association. The renovation in 2014 was only for the new structures and did not complete the project. There has been nothing done on the skatepark since the project was finished in 2015. The park is used daily by many people. It really needs to be resurfaced because the asphalt between all the different structures is cracking and there are holes in the asphalt as well. I have worked on this project before when I was working with the students at the middle school. I have received two estimates and I would like to get some money from the CPC to help with this project. I am bringing this before you to get your thoughts and see if I had support from the BPW. Both estimates stated that the cost could be less if the Town could assist with removing the cement from the site. As you know these are just estimates and we will have to go out to bid for this project.

Mr. Wotton – We only have one estimate in our packet. What is the amount of the second estimate?

Ms. Richard – The second estimate was from the company that previously did the renovations and their estimate was \$150,000. As I previously mentioned both estimates could be reduced if we can remove the cement from the site.

Mr. Wotton – Did they give you an estimate of how much it would be reduced if the Town removed the cement?

Ms. Richard – No, I did not request that but I can.

Mr. Wotton – Could you find out that information from both of the companies. We will also get a price from the contractor that removes the cement for the Town just to see how much they would charge.

Mr. Hobson - Where is the money going to come from?

Ms. Richard- We are trying to get a grant from the CPC.

Mr. Hobson – The grant will cover the whole expense?

Ms. Richard – That is what I am hoping for.

**Town of Fairhaven
Board of Public Works Meeting
November 16, 2020**

Mr. Hobson - If you get the grant I am 100% for it.

Mr. Coelho - I have no issues as long as we get the grant from the CPC. I think that it is a wonderful thing that you are doing because it will not cost the taxpayers or the Highway Department budget any money.

Mr. Durant –I think that this is a great thing. I am curious to see if there is anything that the Town could do to assist with cutting the cost down even more.

Mr. Wotton - I think that this is a great thing because the kids in the community need more activities to do outside. This Board has been in favor of all these kinds of activities. If there are things that the Town could do in house, we would be more than happy to help and cut the costs down.

Mr. Coelho motioned to support the Livesey Park Skatepark renovations using CPC funds. Mr. Ferro seconded.

Roll call vote: Mr. Wotton, Mr. Hobson, Mr. Coelho, Mr. Durant and Mr. Ferro in favor. Motion passes 5-0.

V. Items for Action

A. Covid-19 Matters

Mr. Furtado - The newest thing that we have for Covid matters is the updated regulations from the Governor in regards to our meetings. In addition, we have received a few quotes for the masks that were requested at the last meeting.

B. Water Meter Tampering Fines

Mr. Furtado - I updated the water meter tampering fine since our last meeting. The bottom line is if someone tampers with the meter the BPW can assess a fine of up to \$1000. The Water Superintendent also thought that we should have a minimum fine of \$500.

Mr. Coelho - I think that we should be cut and dry and the fine should be a set amount. I have no problem with the old language but if we are going to set a fine at \$500 then the fine should be \$500 and not negotiable.

Mr. Ferro - I do not think that we need to change it to a set amount. I think that we should have some discretion to set the amount within the perimeters depending on the case.

Mr. Hobson - I had to leave the last meeting to attend the Selectmen's meeting. The Board previously made a policy and set the fine at \$1000. The person turned their meter around, got caught and we gave him a \$500 deduction on the fine that was assessed. I do not care who you are if you are caught touching the meter you should pay the \$1000 fine no matter what.

Mr. Wotton -We are here to discuss the tampering fine not what happened at the last meeting.

**Town of Fairhaven
Board of Public Works Meeting
November 16, 2020**

Mr. Hobson - I think the fine should be \$1000. No one should be touching the meter. The Water Department is on call 24/7 if there is a problem.

Mr. Durant - I think the issue is with the word tampering. I think we need to make sure that it is spelled out. I would like to see you add after tampering. If the meter is open, turned around, or if seal on the meter is cut.

Mr. Wotton - I would like to see this tabled until the next meeting so Mr. Furtado can make the changes that the Board has suggested. Once we approve the new language I would like to see it go in with the water bill so people are aware of the policy.

Mr. Durant motioned to table the discussion of the Water Meter Tampering Fines until the next meeting. Mr. Ferro seconded.

Roll call vote: Mr. Wotton, Mr. Coelho, Mr. Durant and Mr. Ferro in favor. Mr. Hobson opposed. Motion passes 4-1.

C. 2021 Recycling Center Hours

Mr. Furtado - At the last meeting we discussed the 2021 permits but we did not talk about the hours.

Mr. Hobson - I would like to see the recycling center open on Wednesdays until 3:30p.m.

Mr. Wotton - I think that we could utilize that employee somewhere else during the winter.

Mr. Coelho- Have we looked into getting a bigger dumpster for the metal?

Mr. Furtado – Yes, it will cost more money but we will get a bigger dumpster.

Mr. Coelho- My suggestion was to put jersey barriers there and have the metal just dumped onto the ground so the backhoe can scoop it up and put it into the truck.

Mr. Wotton - Do we have an asphalt pad we can put the barriers on?

Mr. Furtado - I think that this is a good suggestion.

Mr. Coelho – As for the hours what have we done in the past?

Mr. Furtado – The winter hours have been Wednesdays from 8:15 a.m. to 11:55 a.m. and the second and fourth Saturday of the month from 8:00 a.m.-2:00 p.m. Mr. Hobson is suggesting that we extend the day on Wednesdays until 3:30 p.m. if there is no snow on the ground.

Mr. Wotton - I would rather save the hours until March. If we have an early spring then we can open it up earlier.

**Town of Fairhaven
Board of Public Works Meeting
November 16, 2020**

Mr. Durant - I have no issue either way.

Mr. Ferro motioned to set the 2021 winter hours (January to March) for the Recycling Center to Wednesdays from 8:15 a.m. to 11:55 a.m. and the second and fourth Saturday of the month from 8:00 a.m. to 2:00 p.m. Mr. Durant seconded.

Roll call vote: Mr. Wotton, Mr. Hobson, Mr. Coelho, Mr. Durant and Mr. Ferro in favor. Motion passes 5-0.

D. Brown & Caldwell, Sign Contract Agreement, Potential Recycling Center, Bridge Street \$7,900.00

Mr. Hobson motioned to Sign the Contract Agreement with Brown and Caldwell for Consulting Services for the Potential Recycling Center on Bridge Street. Mr. Coelho seconded.

Roll call vote: Mr. Wotton, Mr. Hobson, Mr. Coelho, Mr. Durant and Mr. Ferro in favor. Motion passes 5-0.

E. Beta Group, Sign Contract Agreement, Year 3 Stormwater MS4 Permit Tasks \$34,500.00

Mr. Hobson motioned to Sign the Contract Agreement with Beta Group for Year 3 Stormwater MS4 Permit Tasks. Mr. Durant seconded.

Roll call vote: Mr. Wotton, Mr. Hobson, Mr. Coelho, Mr. Durant and Mr. Ferro in favor. Motion passes 5-0.

F. Gravity Construction, Inc. Phase 2 Hedge Street Roadway Improvements

1. Payment #3 \$23,411.60

Mr. Coelho motioned to approve payment #3 in the amount of \$23,411.60 to Gravity Construction for Hedge Street Phase 2 Roadway Improvements. Mr. Ferro seconded.

Roll call vote: Mr. Wotton, Mr. Hobson, Mr. Coelho, Mr. Durant and Mr. Ferro in favor. Motion passes 5-0.

2. Substantial Certification of Completion

Mr. Ferro motioned to sign the Certificate of Substantial Completion to Gravity Construction. Mr. Hobson seconded.

Roll call vote: Mr. Wotton, Mr. Hobson, Mr. Coelho, Mr. Durant and Mr. Ferro in favor. Motion passes 5-0.

**Town of Fairhaven
Board of Public Works Meeting
November 16, 2020**

VI. Tabled Matters

A. BPW Independent Study

Mr. Hobson motioned to bring the BPW Independent Study to the Table for discussion. Mr. Coelho seconded.

Roll call vote: Mr. Wotton, Mr. Hobson, Mr. Coelho, Mr. Durant and Mr. Ferro in favor. Motion passes 5-0.

Mr. Furtado - I spoke with the Engineer today that Mr. Coelho and I met with and he will have a proposal to us for the next meeting. Also since the last meeting, I have been in touch with another Engineering company that we reached out to when we first started this discussion. They will also be sending me a proposal by the next meeting.

Mr. Coelho – When you receive that information could you send it to me so I can review it.

VII. Public Comments / Open Forum

VIII. Old Business / New Business

A. Superintendent

Superintendent Report for November 16, 2020

- Attend MRV Budget meetings for FY 22 representative Town(s) consideration
- Attend Union side table meeting - will update Board Monday
- Attended Pesticide License refresher course
- Met with TA and school department re: turf field
- Meet with Brown and Caldwell re: Landfill study
- Meet with BETA re: MS4 year 3 contract
- John C and I conduct HMEO interview - will present candidate to Board
- Rewrite water meter tampering policy

**Town of Fairhaven
Board of Public Works Meeting
November 16, 2020**

- Meet with Pat Carr - will try to assist with drainage pipe issues - referred matter to our civil engineer
- Meet with Town Counsel - 245 Huttleston fees
- Speak with all Departments re: new BOH requirements
- Revisit scoring of AMI proposals - 8 vendors submitted - scoring will reduce to top 3
- Attend meeting with (former) Drive-In Engineers re: BPW scheduling for test pits assistance
- Livesey Park Skatepark (potential) grant
- Approve MRV ANR plan
- Meet with 3 AMI companies to narrow selection
- Attend/chair MRV meeting

Mr. Furtado - Since our last meeting I met with Mr. Hines regarding the Island Speed Signs for West Island. He gave me two designs of what they are looking to have done.

Mr. Wotton – Is this going to be printed in color? I think they should do a graphic design because I think doing those in color are going to be expensive.

Mr. Durant - Maybe they could do the West Island Improvement Association logo. I think that would look nice.

Mr. Furtado – However the Board would like to proceed is fine with me.

Mr. Wotton - I would like to see a third option with the wording and the West Island Improvement Association logo like Mr. Durant suggested.

Mr. Coelho - These signs are being paid for from the highway budget?

Mr. Furtado - Yes, the signs are being paid for out of the sign account in the Highway budget. I also received the bridge report for the Causeway Road Bridge. I will email the report to everyone to review. As of right now, I want to fix it while it is still in good condition.

Mr. Furtado answered questions from the Board regarding the Superintendent Report.

**Town of Fairhaven
Board of Public Works Meeting
November 16, 2020**

B. Board Members

Mr. Hobson - What is going on with getting water on Union Wharf? They collect money for the permits why can't they pay for it?

Mr. Furtado – The only thing that I have been asked is if water is available on Union Wharf and the answer is yes.

Mr. Coelho - The money should come out of the waterway usage fee to pay for getting the water installed.

Mr. Furtado - We have no problem providing metered water. We just have to find out who is going to pay for everything?

Mr. Hobson- Is there anything going on with the Hiller Avenue project?

Mr. Furtado - I have not heard anything.

Mr. Hobson - If anyone contacts you I would like to be notified. What is going on with Sunset Beach?

Mr. Furtado – In order to do the project the residents have to be onboard. If the project moves forward, the Town would put up the money for the project and then the residents would pay it back. Eventually there will be twenty more properties tied into the sewer system.

Mr. Wotton - I just had a complaint about a neighbor dispersing things into the street and I asked Mr. Furtado to send a letter to the resident.

C. Marine Resources Committee – BPW Related Matters

Mr. Hobson – There is nothing new that pertains to the BPW at this time.

IX. Set Date for the Next Meeting

Mr. Hobson motioned to set the date for the next meeting on November 30, 2020 at 6:15 p.m. Mr. Ferro seconded.

Roll call vote: Mr. Wotton, Mr. Hobson, Mr. Coelho, Mr. Durant and Mr. Ferro in favor. Motion passes 5-0.

X. Adjourn

Mr. Ferro motioned to adjourn the meeting at 8:13p.m. and to enter into executive session to get an update on the Highway Union Side Table and discuss the BPW Tree Department and not to reconvene in open session.

**Town of Fairhaven
Board of Public Works Meeting
November 16, 2020**

Roll call vote: Mr. Wotton, Mr. Hobson, Mr. Coelho, Mr. Durant and Mr. Ferro in favor. Motion passes 5-0.

Respectfully submitted,

Rebecca L. Vento

Rebecca Vento
Office Manager

Minutes approved on November 30, 2020.