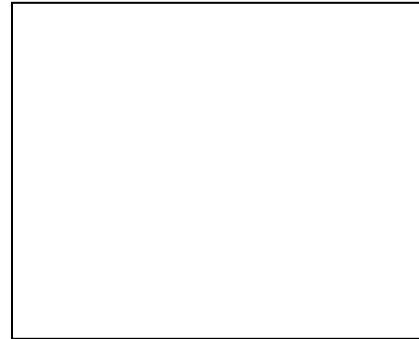


**Town of Fairhaven
Board of Public Works Meeting
November 30, 2020**

Present

Brian Wotton, Commissioner
Robert Hobson, Commissioner
Cameron Durant, Commissioner
Frank Coelho, Commissioner
Marcus Ferro, Commissioner
Vincent Furtado, BPW Superintendent
Rebecca Vento, Office Manager
Matt Paulson, Matt's Lawncare and Landscaping
Vincent Manfredi, 14 Houle Street



I. Call to Order

Mr. Wotton called the meeting to order at 6:15 p.m.

II. Routine Matters

A. Signing of Departmental Bills

III. Approval of Minutes

A. November 16, 2020

Mr. Hobson motioned to approve the minutes of November 16, 2020. Mr. Ferro seconded.

Rollcall Vote: Mr. Wotton, Mr. Hobson, Mr. Ferro, Mr. Coelho and Mr. Durant in favor. Motion passes 5-0.

B. November 2, 2020 – Executive Session (a)

Mr. Hobson motioned to approve the minutes of November 2, 2020 – Executive Session (a). Mr. Ferro seconded.

Rollcall Vote: Mr. Wotton, Mr. Hobson, Mr. Ferro, Mr. Coelho and Mr. Durant in favor. Motion passes 5-0.

C. November 16, 2020 – Executive Session (b)

Mr. Hobson motioned to approve the minutes of November 16, 2020 – Executive Session (b). Mr. Ferro seconded.

Rollcall Vote: Mr. Wotton, Mr. Hobson, Mr. Ferro, Mr. Coelho and Mr. Durant in favor. Motion passes 5-0.

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IV. Appointments

A. Landscapers Regarding 2021 Contractor Fees for the Recycling Center

Mr. Paulson - I saw a few meetings ago the Board voted to increase the 2021 Recycling Sticker Fee for a Landscaper from \$400 to \$500. I am just here to see if anything can be done for the landscapers since you are going up on the fees but leaving the hours the same.

Mr. Furtado – At this time every year we look at the receipts from the current year. When we received the numbers from 2020, we noticed that we collected less money from the years in the past.

Mr. Hobson – I think \$500 is a good deal.

Mr. Paulson – I understand the cost of doing business goes up every year. I have spoken with some of the other landscapers and they were concerned about the hours of operation. Me personally I do not mind paying the \$500. I am just looking to see if there are any other options that we could discuss for the landscapers.

Mr. Furtado- At the last meeting the Board voted for the winter hours to be the same as in the past.

Mr. Paulson – Right now a lot of us are wrapping up the season and we are just doing fall cleanups. I know one of the biggest issues for me is the recycling center closing at 11:55 a.m. from April to December.

Mr. Hobson - I can see what you are saying. A few of us visited recycling centers in other towns and the landscapers had to go on the scale before dumping their load. We only have so much room at the current location and we are looking for a bigger center. Do you do jobs out of Town?

Mr. Paulson – Yes.

Mr. Hobson - Where do you dump your out of town stuff. I understand your problem with not being able to dump the load after noontime. I think that down the road things are going to change. I would like to work with you.

Mr. Coelho - I agree as far as the hours go and hopefully once we get the new recycling center location we can keep it open later. I think that we can make a profit on the materials once we get a bigger center. As for the way things are now, we cannot be running the recycling center in the negative.

Mr. Paulson - I understand that you have to make money but you just went up on the contractors fees a few years ago. You went from charging \$100 to \$400. Another thing that I was thinking is that maybe you could allow a certain number of out of town landscapers per year and charge a greater fee.

Mr. Wotton - The biggest issue that we have is the available space at the current recycling center. When we move it to its new location, we will have a state of the art recycling center. I hope to see this happen

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in the next few years. I think that we should relook at the hours in the spring time. At that time, you should come back and maybe we can come up with a better operating plan.

B. Vincent Manfredi, 14 Houle Street – Driveway Waiver

Mr. Manfredi - I want to apologize for not coming in before the Board before doing the curb cut. I am here tonight because I am looking to put in a third opening. The opening would be for me to be able to put my boat in my back yard or even get a car to the shed that I have currently installed.

Mr. Wotton - You have a section that is roughly 10 feet and you are looking to cut the curb for a third opening?

Mr. Manfredi – If I need to change the contractor how much time do I have to do so?

Mr. Wotton - The waiver is for this current application for the third opening and materials. If you decide to go with a different contractor, you would have to come into the office and get another permit.

Mr. Ferro motioned to approve a third driveway opening 10 feet wide at 14 Houle Street. Mr. Hobson seconded.

Rollcall Vote: Mr. Wotton, Mr. Hobson, Mr. Ferro, Mr. Coelho and Mr. Durant in favor. Motion passes 5-0.

C. Eric Britto, 50-52 Manhattan Avenue – Driveway Waiver

Mr. Furtado – We are going to pass over this driveway waiver since we are still waiting on paperwork from the resident.

V. Items for Action

A. Covid-19 Matters

Mr. Furtado - The newest thing that we have is the BPW is on the agenda of the Board of Health because I believe they have received complaints that the BPW employees are not wearing masks in public.

Mr. Wotton - I would just like to see you remind the departments about the governor’s mask policy.

Mr. Coelho - How are we making out with the masks?

Mr. Furtado - We are waiting for approval of funds from the Town Accountant.

B. BPW Independent Study

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Mr. Furtado - I received this information today. Mr. Coelho and I met with these folks in regards to them doing a review of the departments and helping us cut costs. They listed the scope of work in their packet and after they do their research they will put a report together. It would cost the Town \$23,000.

Mr. Hobson - I thought that we were going to do this if we received a grant.

Mr. Furtado - I do not think that we need to do a study that costs \$23,000. I would not be opposed to selecting a few items but I do not think that we need them to do everything that they have listed.

Mr. Ferro - Can we take these line by line and choose what we think needs to be done?

Mr. Furtado – I think that this list can be narrowed down.

Mr. Coelho - I think that there is some stuff in here that can be eliminated. I also think that we should see if we could get a grant to help with the cost of the study.

C. Water Meter Tampering Fine

Mr. Furtado - I have put together two different policies based on the comments from the Board at the last meeting.

Mr. Furtado reviewed both policies with the Board.

Mr. Hobson - You know my position on this. If someone is caught tampering with the meter I think they should pay a \$1000 fine.

Mr. Ferro - I do not want to take discretion away from the Board. I think that we should look at each case individually.

Mr. Coelho - I feel that the fine should be \$1000 for anyone tampering with the meter. I think that if we put the policy in with the water bills and online so everyone is aware of the policy.

Mr. Durant – I agree with Mr. Ferro. I do not think that it is a bad thing for the Board to have the discretion of setting the fine based on the case. I think that if we go this route then we have to be fair and look at the facts.

Mr. Hobson motioned to adopt Water Meter Tampering Policy A. Mr. Coelho seconded.

Rollcall vote: Mr. Hobson and Mr. Coelho in favor. Mr. Ferro, Mr. Durant and Mr. Wotton opposed.
Motion Fails 2-3.

Mr. Ferro motioned to adopt Water Meter Tampering Policy B. Mr. Durant seconded.

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Rollcall vote: Mr. Ferro, Mr. Durant and Mr. Wotton in favor. Mr. Hobson and Mr. Coelho opposed.
Motion passes 3-2.

D. Draft Personnel Policy

Mr. Furtado – I just wanted to make the Board aware of this policy. This policy will apply to all the non-union employees and it will apply to the union employees unless it states otherwise in the collective bargaining agreement. There was a public hearing today and as part of the public hearing folks are able to submit comments to the Town Administrator by Wednesday, December 2, 2020. After that, the Town Administrator will present it to the Selectmen.

Mr. Furtado reviewed the personnel policy with the Board.

E. P.K.M. Contractors Inc., Police & Fire Station Sewer Replacement Project – Final Payment \$5,572.50

Mr. Ferro motioned to approve the final payment in the amount of \$5,572.50 to P.K.M. Contractors Inc. for the Police and Fire Station Sewer Replacement Project. Mr. Coelho seconded.

Rollcall Vote: Mr. Wotton, Mr. Hobson, Mr. Ferro, Mr. Coelho and Mr. Durant in favor. Motion passes 5-0.

VI. Tabled Matters

A. N/A

VII. Public Comments / Open Forum

VIII. Old Business / New Business

A. Superintendent

Superintendent Report for November 30, 2020

- Met with BETA re MS4 contract
- Attend EPA water/sewer extreme weather seminar
- Attend Pesticide TCH Training
- Meet with GCG re drainage system at 86 Middle Rd
- Review Causeway Rd Bridge assessment
- Send letter of support to Joe Ingoldsby for Cooke Park beautification grant

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- Send letter of support for CPC funding of Skatepark rehab
- Meet with John Hinds re: West Island Island Speed signs
- Get quote for signs - order signs
- Meet with Town Counsel on 245 Huttleston easement and a couple of other issues
- Jeff and I meet with Water Engineer - re: Risk and Resilience EPA requirement
- Coordinating test pits of drive-in
- Coordinating test pits for SN Rd narrowing
- Attend BBAC meeting as Town rep
- Becky and I attend meeting with TA re: interim HR assignment
- Attend preconstruction meeting re Union St
- Review proposed Personnel Policy Changes
- Attend meeting with applicable staff and TA re: proposed Personnel Policy Changes
- Attend meeting re electric vehicle charging stations
- Meet with IT re: AMI Meter system
- Scheduling meeting with meter vendor re: final pricing and long term system maintenance costs

Mr. Hobson – I see that you spoke with Town Counsel about other issues. What were those issues?

Mr. Furtado – One of the issues that I spoke with him about was the process of the BPW taking over the Tree Department. He informed me that the process to do so is not a highly involved process and it would have to go before Town Meeting.

Mr. Hobson - Did you ever speak with the Town Administrator or the Selectmen about this?

Mr. Furtado – I have not because I wanted to speak with Town Counsel first. I think that we should also involve the Tree Warden in this discussion as well.

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Mr. Ferro – This was brought up because of all the complaints that we have received regarding Town Trees.

Mr. Coelho - What is the procedure?

Mr. Furtado - There would have to be an article put forth at Town Meeting.

Mr. Coelho - I have a question about the Causeway Road Bridge. Who approves what option we go with? Does this Board get to make any recommendations?

Mr. Furtado - The BPW would make the final decision and approve it. My initial thought was to use Chapter 90 Funds for rehab of the Causeway Road Bridge. I never thought that it would cost this much so we will have to make this a Capital Improvement Item.

Mr. Coelho - There are a few things that I have seen on the bids that I would like to have some input with because there are somethings that should be looked at. Also, you and Becky met with the Town Administrator regarding Human Resource Vacancy?

Mr. Furtado – Yes, the current Human Resource Director resigned and they asked Becky and a few other employees to assume some of the responsibilities until they fill that position.

Mr. Coelho – You attended a meeting regarding the electric vehicle charging stations?

Mr. Furtado – Yes, the grants states that one of the stations need to be available to the public so they will be putting one of the charging stations by the Railroad Avenue Pumping Station and the other one will be on the other side of the fence near the garage.

B. Board Members

Mr. Coelho - We sent a letter to someone blowing debris into the public way.

Mr. Furtado Yes, I sent a letter because they were blowing yard debris.

Mr. Wotton – I asked Mr. Furtado to send a letter because I received a complaint from a resident about this.

Mr. Coelho - Maybe we should put a notice about blowing debris into the street on the cable notice.

Mr. Hobson - The gentleman that lives near Cushman Park said that he wanted to come before the board again because the trucks are still driving through the park. When the wind blows the Port-a-Jon is blowing over. Is there some way to secure it? What is going on with the water at Union Wharf? Why can't the fee come out of the waterway user funds? There is brush on Union Wharf that needs to be trimmed right by the lobster boats. Mr. Cox is looking to purchase some shells. He is looking to see if anyone knows where he can get some.

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C. Marine Resources Committee – BPW Related Matters

Mr. Hobson – We have not met since the last meeting.

IX. Set Date for the Next Meeting

Mr. Hobson motioned to set the date for the next meeting on December 14, 2020 at 6:15 p.m. Mr. Ferro seconded.

Rollcall Vote: Mr. Wotton, Mr. Hobson, Mr. Ferro, Mr. Coelho and Mr. Durant in favor. Motion passes 5-0.

X. Adjourn

Mr. Ferro motioned to adjourn the meeting at 8:03p.m. and to enter into executive session to get an update on the Highway Union Side Table and not to reconvene in open session.

Rollcall Vote: Mr. Wotton, Mr. Hobson, Mr. Ferro, Mr. Coelho and Mr. Durant in favor. Motion passes 5-0.

Respectfully submitted,

Rebecca L. Vento

Rebecca Vento
Office Manager

Minutes approved on December 14, 2020