



# Town of Fairhaven

Town Hall - 40 Centre Street - Fairhaven, MA 02719

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## MEETING NOTES

FAIRHAVEN,  
MASS.

### Date, Time, Location:

February 6th, 2020 @ 7:00 P.M., BPW Administration Building, 5 Arsene Street, Fairhaven, MA.

### Meeting Overview:

1. Meeting Called to Order
2. Approval of last meeting minutes
3. Discussion of Capital Planning Projects
  - a. Recreation: HVAC
  - b. Technology: Computer Hardware Replacement
  - c. Technology: Phone Replacement
  - d. School: Athletic turf field
  - e. School: Storage Garage
  - f. PD: Radio Upgrade
  - g. PD: Cruisers
  - h. BPW: Dump Truck
  - i. BPW: Road Work
  - j. BPW: Bike Path
  - k. FD: Response Staff Vehicles
4. Meeting close

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### -Key-

#) = Issue being discussed

\* = Notes

\*\* = Specifies issues voted on if multiple are voted on within a section

- = Votes (Nom/Second)

! = Change in attendance

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### Member Attendance (6):

\* Padraic Elliott, Chris Fidalgo, Kathi Carter, Bernard F. Roderick, Carolyn Roberts, Kevin Gallagher  
Town of Fairhaven (10):

\* Mark Rees (Town Administrator), Wendy Graves (Collector/Treasurer/Finance Director), Tim Francis (Fire Chief), Warren Rensehausen (Recreation Direction), Dr. Bob Baldwin (Superintendent), Chris Carrig (Athletic Direction), Nicole Potter (Director of Technology for Town and Schools), Mike Myers (Police Chief), Vincent Furtado (BPW), Todd Correia (Fire Department)

Meeting called, 7:00PM

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1) January 30th, Meeting

! Carolyn, Bernie, 1 Abstain (Kevin Gallagher)

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2) HVAC Replacement

- \* Had capital money from a few years ago
- \* Well short from previous estimate
- \* 236k
- \* Phase 1, COA side, furnace and outdoor rooftop unit
- \* Additionally, lighting protection services
- \* 2 of the furnaces replaced
- \* Phase 2, 5 rooftop units and removal of the computerized system once possible
- \* Problem: Heating system from 2001
- \* Current FY, spent 5,000 for maintenance and repair
- \* Already spent +18k for repairs, 30 on the COA side
- \* Approved the replacement, but the bid was under
- ! Warren leaves

3) Computer Hardware Replacement

- \* Hope to budget annually
- \* 5 year refreshment, just town hall, BPW, council of aging, tourism (not PD, FD, others)
- \* A lot of the equipment is out of date, vulnerability
- \* Printers, copiers, servers, desktop units
- \* Carolyn: How often does it need to be updated? Nicole: Certain equipment needs updates every year, so staggering updated
- \* Carolyn: State funding for grants? Nicole: Typically, not for standard desktop and file storage, would be more for particular project
- \* Carolyn: How is this handled, PER needs or annual? Nicole: On needs basis, use a comprehensive inventory system for knowing replacements
- \* Bernie: Money from last year? Nicole: Yes, 22k but still have more replacements to use, 2 year carry over
- \* Pad: How are changing costs managed? Nicole: Try to manage the budget for fluctuations in price, this covers the entire IT budget hardware, because the IT software budget is handled elsewhere in the operating budget
- \* Wendy: Used to be fully itemized, but this is trying to standardize it
- \* Pad: School, police, fire? Nicole: Handled by their own departments, oversight/advisory from Technology
- \* The thought is that school, police, and fire have unique needs, so it seemed appropriate to separate and categorize under their operating budget
- \* IT has a separate operating budget, but that is solely hardware
- \* Carolyn: What happens to retired equipment? Nicole: Useable equipment is surplus, bring equipment to council of aging for reuse
- \* Chris: Why can't we add the line item? Nicole: We could add a line item to the operating budget, however we use free cash for the capital budget

#### 4) Phone replacement

- \* Past year, installed fiber networks throughout town for various department, greater security, reliability, speed
  - \* One of the benefits is to build on top of it (security cameras, phone system, radios)
  - \* Town has experienced significant issues with phone (static, disconnection) on old Verizon lines
  - \* Worked closely with New Era (fiber) to make a plan for replacing existing phone system
  - \* 5 different systems throughout the town; this would allow for centralized system
  - \* Save money each year because we wouldn't need to pay for Verizon's lines (12k/yr in savings)
  - \* Carolyn: Leasing? Nicole: Purchasing, not leasing
  - \* Carolyn: Service agreement? Nicole: Would work with the company, for phones, 1 year warranty, phones have been fine, but the lines are the issues
- ! Nicole leaves

#### 5) Athletic turf field

- \* Note from HHR from Dr. Baldwin
- \* New, similar projects include turf automatically
- \* Cannot attach to a building project for the school
- \* Chris Carrig goes over the field issues
- \* *Flooding issues are presented in picture for the presentation*
- \* Note that these are on sunny days, flooding several days after rain (3-4d)
- \* Field hockey team had a poor experience due to flooding
- \* 2,900 of use annually, likely to increase 10x with improvements
- \* *Issues are presented over the last 2 years*
- \* Baldwin: We have no home field besides Football
- \* Astro turf on high school stadium
- \* Would improve quality of athletics, safety, longevity
- \* Bernie: Money in the trust fund? Baldwin: We would combine to meet the needs, money recommended is not the total cost, gained points for using money from another source (200k from trust fund)
- \* Net gain of 30k/year for 10 years on the capital budgets
- \* Wendy: Does it save money for busing? Carrig: Yes, likely to save there as well
- \* Carolyn: Astro turf research would not be good for multi-use? Baldwin: Baseball team wouldn't play on this field
- \* Carrig: Wouldn't be utilized when turf is extremely hot, practice schedules are also altered based on multi-reading
- \* Carolyn: Turf is expensive? Carrig: Warranty is 8-10 years, and expected to have 10 year life cycle
- \* Carolyn: Chemical run-off? Carrig: Discussed the leaching potential, uses drinking water standards, compounds are all below detectable standards
- \* Carolyn: What about field build-up? Baldwin: We have considered that, and it's cost much more throughout the years
- \* Gale Associates, highly reputable from other departments and local institutions
- \* Kevin: Timing of the project? Carrig: Would need to be discussed further once the project is approved, 3-4 months lost of use
- \* 87% of Massachusetts

- \* Would need to manage which teams get what time, all home game varsity fields would be on these home fields
- \* Pad: Would the cost go back to 1.4m? Carrig: Fractional cost after the initial investment, this original ask would be for maintenance equipment
- \* Can do further planning ahead to mitigate the cost
- \* Carolyn: We have rental and usage fee for used athletic areas, current field cannot do that
- \* Pad: The area seems small? Carrig: Project would accommodate full field size and crowd usage, have lined the fields for soccer (widest) and this project would be wider than that
- \* Pad: Netting for sports equipment? Baldwin: Covered by netting in general

#### 6) Storage Garage @ Hastings

- \* "Dumpsters with covers", currently don't have a safe place to store sports and field equipment
- \* Metal building for maintenance vehicles as well
- \* *Mark asks for a copy of the estimate to be sent*

#### 7) Radio Upgrade

- \* 3 years ago, PD had money appropriated for radio upgraded
- \* Project is nearing completion, was primarily infrastructure
- \* Request is to finish the request off, remaining radios for the new systems, mobiles and base stations
- \* FD has to upgrade their radios last year, PD asking now
- \* Carolyn: Lifespan? Myers: 10 years minimum, some have lasted for 17 years

#### 8) Cruisiers

- \* Replace 2 cars every year
- \* Price appears to have jumped, that's because Ford has a hybrid that would save cost in gas for a higher initial price
- \* Bernie: Batteries approved for safety and needs? Myers: Yes because the battery are used mostly in idle
- \* Bernie: Higher cost in repair? Myers: Needs to be further investigated, currently unknown but have made an adjustment to operating budget for it
- \* Bernie: What happens to used cars? Myers: Certified dealers if under warranty

#### 9) Dump truck

- \* Program for replacing the trunk and roads based on time
- \* Replacing truck with a brand new one
- \* Vehicle gets use every day, mechanics are saying chassis and head need serious repairs
- \* Bernie: How old? Vinnie: 2006
- \* Pad: Oldest? No, but the one in the worst shape

#### 10) Road work

- \* Every year, FinCom allots BPW money for road work
- \* This coming Monday, streets will be selected
- \* Hire engineers to asset the streets for various criteria (condition and travel)
- \* Carolyn: Cost is a best guess? Pad: Town uses gives 300k usually, increasing the amount so we can continue to do the same amount of streets (rising cost)

\* Pad: Why 25k increase, guess or based on trends? Mark: For 5 year plan, we want to continue to support it, to keep up with inflation and to continue to expand it

#### 11) Bike Path Overlay

- \* A third at a time, due to money cost
- \* First third would be just shy of 80k, dealing with the section that requires the most help first
- \* Want to tackle it with an overlay before we need to reconstruct at triple the cost
- \* Carolyn: Would require a reconstruction if not overlaid? Vinny: Yes
- \* Carolyn: How much use? Used quite frequently
- \* Bernie: Aware of the gov't research? Bike lane, 1 way each way, state is pushing complete street program to more cities
- \* Mark: They haven't said that they want this, no final decisions for likely years
- \* Pad: This is a need? Vinny: Decently beat up on the far east end, want to prevent further maintenance cost

#### 12) Response Staff Vehicle

- \* 3 vehicles, carries equipment, for different staff members (Chief, Deputy, so on)
- \* Rotate between the 3 for repairs
- \* Hauls equipment, trailers, boats, etc., multi-use vehicle assigned to 1 person
- \* Usually try to get 15 years, 2005, 120k miles on it, could reuse for non-emergency use

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#### Closing Remarks

Next meeting, will have general fund operating budget, general questions on it before department discussions

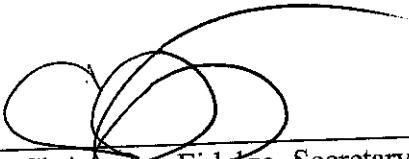
Following week, 4 big departments to receive information

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Close Meeting

! Chris, Bernie 6-0, unanimous 8:27



Christopher Eidalgo, Secretary