

**Town of Fairhaven  
Board of Public Works Meeting  
December 15, 2025**

**Present**

Brian Wotton, Commissioner  
Robert Hobson, Commissioner  
Anne Morton Smith, Commissioner  
Daniel Lopes, Commissioner  
Hillary Rotondo, Commissioner  
Vincent Furtado, BPW Superintendent  
Rebecca Vento, Business Manager  
Joshua chase, Water Department  
Jeffrey Furtado, Water Superintendent  
Michael Leary, TLH Excavation  
Kayla Sibila, Altaer Sauna

FAIRHAVEN TOWN CLERK  
ROD 2025 DEC 30 AM 9:58

**I. Call to Order**

**II. Routine Matters**

**A. Signing of Departmental Bills**

Mr. Wotton called the meeting to order at 5:06 p.m.

Mr. Wotton reconvened in open session at 6:43 p.m.

**III. Approval of Minutes**

**A. December 1, 2025**

Mr. Hobson motioned to approve the minutes of December 1, 2025. Ms. Smith seconded. Vote unanimous.

**IV. Appointments**

**A. Interview / Hire Water Department Water System Maintenance Craftsman /  
Special Motor Equipment Operator**

Mr. Furtado – As you all know we have had a few people leave the Water Department leaving an opening for a Water System Maintenance Craftsman / Special Motor Equipment Operator. Mr. Chase is the only employee that has put in for the promotion.

Ms. Smith motioned to hire Mr. Chase as a Water System Maintenance Craftsman / Special Motor Equipment Operator at a Grade 8 Step 3. Mr. Lopes seconded. Vote unanimous.

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**B. Michael Leary, TLH Excavation, Septic & Sewer Services - New Sewer Drain Layer**

Mr. Furtado – Mr. Leary represents TLH Excavation and he is here tonight because he is looking to become an approved sewer drain layer.

Mr. Hobson – Do you have a job lined up in Town?

Mr. Leary – Yes, on Sconticut Neck Road.

Mr. J Furtado – Just sewer or is he looking for water as well?

Mr. Leary – No, I am looking just to be a sewer drain layer at this time.

Mr. Lopes motioned to approve TLH Excavation to be an approved sewer drain layer pending inspection and completion of his first job. Ms. Rotondo seconded. Vote unanimous.

**C. Kayla Sibila, Altaer Sauna**

Ms. Sibila – I run Altaer Sauna and I am currently operating on South Shore Beach in Little Compton. I also just signed a contract with the Town of Warwick to operate there as well. I am here tonight to discuss a wood burning Sauna at the West Island Beach for the community during the off season.

Ms. Smith – I know that something similar was presented in the past and Town Counsel had some concerns.

Mr. Furtado – Yes, the concern was that the Town would need a signed agreement fully indemnifying the Town and requiring proof of insurance. The reason for such would be to prevent an individual user of the sauna who has a medical event or sustains any injury during use of the sauna from suing the Town.

Ms. Sibila – I have been doing this for 10 years, I do have insurance which I would be happy to share with you. Also, every guest has to sign a waiver that was drafted by my attorney. Also, I would get the fire departments approval as well.

Ms. Smith – Do we need to get permission from the Board of Health?

Mr. Furtado – I can run this by them.

Ms. Sibila – I would love to speak and work with the Board of Health if needed.

Ms. Rotondo motioned to approve Kayla Silbila from Altaer Sauna to operate at the West Island Town Beach during the off-season pending approval from the Board of Health, the Fire Department and Town Counsel. Ms. Hobson seconded. Vote unanimous.

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**V. Executive Session**

- A. Pursuant to G.L. c. 30A, § 21(a)(3) To discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares (14 Cherrystone Road)**
- B. Pursuant to G.L. c. 30A, § 21(a)(3) To discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares (Highway Superintendent)**
- C. Pursuant to G.L. c. 30A, § 21(a)(3) To discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares (Highway Employee)**

**VI. Item for Action**

- A. Apex Companies, WPCF Peer Review Payment #6 \$8,400.00**

Mr. Hobson motioned to approve Apex Companies, WPCF Peer Review Payment #6 in the amount of \$8,400.00. Ms. Smith seconded. Vote unanimous.

- B. Ferreira Construction, Force Main Access Manholes, Change Order #5 (time extension only)**

Ms. Smith motioned to approve Ferreira Construction, Force Main Access Manholes, Change Order #5 (time extension only) by 43 days. Mr. Lopes seconded. Vote unanimous.

- C. Methuen Construction, WPCF Upgrades, Payment #24 \$1,467,677.82**

Mr. Lopes motioned to approve Methuen Construction WPCF Upgrades Payment #24 in the amount of \$1,467,677.82. Ms. Rotondo seconded. Vote unanimous.

- D. DEP Pay Req #24 (CWP-22-67) \$1,467,678.00**

Ms. Rotondo motioned to approve DEP Pay Req #24 (CWP-22-67) in the amount of \$1,467,678.00. Mr. Hobson seconded. Vote unanimous.

- E. Tighe & Bond, WPCF Upgrades, Payment #26 \$94,902.58**

Mr. Hobson motioned to approve Tighe & Bond WPCF Upgrades Payment #26 in the amount of \$94,902.58. Ms. Smith seconded. Vote unanimous.

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**F. DEP Pay Req #20A (CWP-22-67A) \$94,903.00**

Ms. Smith motioned to approve DEP Pay Req #20A (CWP-22-67A) in the amount of \$94,903.00. Mr. Lopes seconded. Vote unanimous.

**G. TEC Traffic Study Updates**

Mr. Crabb – Gave an update to the Board on the Town Wide Traffic Study Update. There will be more technical reports on the Town Website once they become available.

Ms. Smith – Could we have a more in-depth presentation.

Mr. Crabb – We will have an informational session for the residents and at that time they will be able to give their input.

**H. Tighe & Bond, Comprehensive Wastewater Management Plan, Payment #13  
(final payment) \$2,310.00**

Ms. Smith motioned to approve Tighe & Bond Comprehensive Wastewater Management Plan, Payment #13 (final payment) in the amount of \$2,310.00. Mr. Lopes seconded. Vote unanimous.

**I. Sign Engagement Letter with Greg Holness**

Mr. Lopes motioned to Sign Letter of Engagement with Greg Holness. Ms. Rotondo seconded. Vote unanimous.

**J. Dig It Construction, Spring Street Water Main Replacement Payment #6  
\$79,910.36**

Ms. Rotondo motioned to approve Dig It Construction Spring Street Water Main Replacement Payment #6 in the amount of \$79,910.36. Mr. Hobson seconded. Vote unanimous.

**VII. Tabled Matters**

**A. ADU Development Fees / Policy**

Mr. Wotton motioned to bring the ADU Development Fees / Policy back to the table for discussion. Rollcall Vote: Mr. Wotton, Mr. Hobson, Ms. Smith, Mr. Lopes and Ms. Rotondo in favor.

Mr. Furtado – There is a state by law that says you cannot treat an ADU differently from any other property and I understand that this goes along with the state policy.

Mr. Furtado reviewed the draft policy with the Board.

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Ms. Smith motioned to accept the ADU Development Fee / Policy. Mr. Lopes seconded. Vote unanimous.

**VIII. Public Comments / Open Forum**

**IX. Old Business / New Business**

**A. Superintendent**

**Superintendent Report for December 15, 2025**

- POTW Upgrade Meetings
- FY 27 various budgets
- FY 27 Capital Submitted
- Attended FY 27 CPC Meeting
- Attend Dept Head Meeting
- MRV FY 27 Budget Meeting
- Complete and forward FY 26/27 enterprise #'s to assist in setting tax rate
- Attend meeting with GCG re outstanding projects
- Received 0% loan financing
- Took TA on Town Tour
- Completed draft ADU policy
- Met with Counsel re: MCC Claims

Mr. Furtado answered any questions that the Board has regarding the Superintendent Report.

**B. Board Members**

Mr. Hobson – I just wanted to thank the Highway Department for a great job they did with the last storm.

Ms. Smith – Is there a plan to clear the bike path in the future when it snows?

Mr. Crabb – If the snow lingers, I plan to do half of the path.

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Mr. Furtado – We can not put a truck on the bike path because it would ruin the pavement.

**C. Marine Resources Committee – BPW Related Matters**

**D. Community Preservation Committee – BPW Related Matters**

Ms. Smith – CPC had a question about the Park Survey. Will there be a community Survey that the residents could have input on what they would like to see in the Parks.

Mr. Crabb – I will confirm what Beta Groups their Scope of Work.

**X. Set Date for the Next Meeting**

Mr. Lopes motioned to set the date of the next meeting on December 29, 2025 at 6:00 p.m. Ms. Rotondo seconded. Vote unanimous.

**XI. Adjourn**

Mr. Wotton motioned to adjourn the meeting at 5:25 p.m. and enter into executive session and to reconvene in open session. Rollcall Vote: Mr. Wotton, Mr. Hobson, Ms. Smith, Mr. Lopes and Ms. Rotondo in favor.

Ms. Wotton motioned to adjourn the meeting at 6:15 p.m. Ms. Smith seconded. Vote unanimous.

Respectfully submitted,

*Rebecca L. Vento*

Rebecca Vento  
Business Manager

Minutes approved on December 29, 2025