

Town of Fairhaven  
Board of Public Works Meeting  
March 9, 2026



**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 Crabb, Highway Superintendent  
Rachael Kelly

**I. Call to Order**

Mr. Wotton called the meeting to order at 5:01 p.m.

**II. Routine Matters**

**A. Signing of Departmental Bills**

**III. Approval of Minutes**

**A. March 2, 2026**

Mr. Hobson motioned to approve the minutes of March 2, 2026. Ms. Smith seconded. Vote unanimous.

**B. March 2, 2026 – Executive Session A**

Ms. Smith motioned to approve the minutes of March 2, 2026 – Executive Session A. Mr. Lopes seconded. Vote unanimous.

**IV. Appointments**

**A. Hire Water Department Administrative Assistant**

Mr. Furtado – As you know, we have a vacancy in the Water Department for an Administrative Assistant, and we had quite a few applicants. The interview team consisted of Mr. J. Furtado, Ms. Vento, Ms. Horseman, and myself. Tonight, the interview team would like to recommend to the Board Ms. Rachael Kelly for hire.

Mr. Lopes – I have a quick question. If you happen to have a situation where somebody was very enthusiastic with requests being made, how would you handle it?

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Ms. Kelly – I am pretty calm and I am an active listener, so I think when people are enthusiastic they just want to be heard without defense or interruptions. I would also make sure that I take notes and write

things down as appropriate to get the problem solved, and to make sure that I get contact information for the person and let them know that I will get an answer as soon as possible.

Ms. Smith – What made you apply for the job?

Ms. Kelly – I have a heavy retail background and I am looking for a change. I like data entry and I think this would be a great position for me.

Mr. Lopes motioned to hire Ms. Rachael Kelly as the Water Department Administrative Assistant at Grade C, Step 1, pending pre-employment screenings. Ms. Rotondo seconded. Vote unanimous.

**V. Item for Action**

**A. Buzzard's Bay Coalition's 20<sup>th</sup> Annual Watershed Ride on Sunday, October 4, 2026**

Ms. Rotondo motioned to approve Buzzard's Bay Coalition's 20<sup>th</sup> Annual Watershed Ride on Sunday, October 4, 2026. Mr. Hobson seconded. Vote unanimous.

**B. Ferreira Construction, Force Main Access Manholes**

**1. Payment #9 \$16,977.54**

Mr. Hobson motioned to approve Ferreira Construction Payment #9 in the amount of \$16,977.54 for Force Main Access Manholes. Ms. Smith seconded. Vote unanimous.

**2. Sign Certificate of Substantial Completion**

Ms. Smith motioned to sign the Certificate of Substantial Completion with Ferreira Construction for Force Main Access Manholes. Mr. Lopes seconded. Vote unanimous.

**C. Emergency Comp Time**

Mr. Furtado – We are looking for a vote of approval from the Board to allow the union employees to accrue comp time not to exceed 80 hours. The union contract allows an employee to accrue up to 40 hours of comp time, and we would like to allow them a one-time extension to accrue up to 80 hours. The extra 40 hours would have to be used by June 30, 2026.

Mr. Wotton – I would like to see, on a future agenda, an MOA for any State of Emergency that would allow employees to accrue up to 80 hours.

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Ms. Smith motioned to approve Emergency Comp Time not to exceed 80 hours, with the additional time to be used by June 30, 2026. Mr. Lopes seconded. Vote unanimous.

**D. Sign Notice to Proceed, Dirt Sculpt, Macomber Pimental Park BMX Project**

Mr. Lopes recused himself from the discussion.

Ms. Rotondo motioned to sign the Notice to Proceed with Dirt Sculpt for the Macomber Pimental Park BMX Project. Mr. Hobson seconded. Vote Passes 4-1 with Mr. Lopes abstaining.

**E. GCG Associates, Construction Services Sconticut Neck Road Water Main Improvement Project, Amendment #1 \$2,720.00**

Mr. Hobson motioned to approve GCG Associates Amendment #1 in the amount of \$2,720.00 for Sconticut Neck Road Water Main Improvement Project Construction Services. Ms. Smith seconded. Vote unanimous.

**VI. Public Comments / Open Forum**

**VII. Old Business / New Business**

**A. Superintendent**

**Superintendent Report for March 9, 2026**

- Blizzard
- Meeting with contractor and engineer re PCO's
- POTW Upgrade Meeting
- Work with labor attorney re AFSCME Agreement
- Attend both internal and Town-wide review of snow event - successes and failures
- Department Head Meeting
- Meet with Town Accountant re revenue projections
- Met with Town Counsel re construction schedule
- Staff continued interviews with final 2 candidates for water department admin position
- FYI - will be at Selectboard Meeting for blizzard recap on 3/9 and BOH meeting 3/11 re treatment plant construction odors.

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

**B. Board Members**

Mr. Hobson – The drain on Bayside Street is blocked again.

Mr. Crabb – I will look into it.

Mr. Hobson – Is the Town picking up branches?

Mr. Crabb – We went through the Town last week. We are aware of a few piles that need a machine to pick up.

Ms. Smith – The drain a Howland Road and Oak Street is backing up. Also, there is a sidewalk on Adams Street that has been paved over for tenant parking if you could look into it.

Mr. Lopes – How active is our local Emergency Management Committee?

Mr. Furtado – In preparation for any storm, we have pre-storm meetings with the committee. For this storm, we started meeting the Thursday prior and then met daily. The Fire Department sent out a RAVE alert starting on the Saturday prior with all the particulars, and throughout the storm we met twice a day.

Mr. Wotton – Let the residents know that the Recycle Center will be open on March 14th for Fairhaven residents from 8–2 for brush disposal without a sticker for all residents.

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

Mr. Hobson – The Marine Resources Committee hasn't met since our last meeting. The next schedule meeting is this week at Town Hall.

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

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

Mr. Hobson motioned to set the date of the next meeting on March 23, 2026 at 6:00 p.m. Ms. Smith seconded. Vote unanimous.

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**X. Adjourn**

Ms. Smith motioned to adjourn the meeting at 5:55 p.m. Mr. Lopes seconded. Vote unanimous.

Respectfully submitted,

*Rebecca L. Vento*

Rebecca Vento  
Business Manager

Minutes approved on March 23, 2026