

**Board of Public Works
Meeting Minutes**

Date: March 12, 2012

Time: 7:15 p.m.

Place: Highway Garage – 35 Parsonage Street

In attendance for all or part of the meeting were the following:

Michael Valenti Jr.	Chairman
Stephen Hocking.	Vice Chairman – <i>not present</i>
Robert Shaughnessy	Member
Thomas Reynolds	Superintendent
Rod Procaccino	Town Engineer
Paul Halkiotis	Town Planner
Ann Marie Sacchetti	Board of Public Works Secretary

The meeting convened at 7:30 p.m.

Michael Valenti Jr. opened the meeting and reviewed the evening's agenda which consisted of 5 action items, 1 appointment and future discussion items. He **motioned** to accept the agenda as written. **Seconded** by Robert Shaughnessy All in favor.

Appointment:

1. Town Planner/Master plan Review

Paul Halkiotis, Town Planner was present to update Board Members on the Master Plan and the current update of it. The first Master Plan was developed in 1962, since that time the Town has hired consultants to update it which is done every ten years. Each time the Plan has been updated the cost doubled. Over the last fifty years the Town of Marshfield has been planning for its future carefully and thoughtfully which subsequently became a part of the Town Charter. Paul referred to the Charter Article 3; 3-2-4 Planning Board; Section © "A Master plan for the Town is to be updated or revised in its entirety every ten years or as the Planning Board or others deem advisable out of funds to be provided by appropriation. In carrying out tasks the Planning Board may employ the Town Engineering Department or outside consulting firms when special skills are required".

He indicated that having a Master Plan is a pro-active way to manage change. It helps the Town determine how it would like to evolve. It helps to identify current conditions and trends; to identify future public needs; problems at traffic intersections; provides a forum for residents to express how they envision the future for the Town. Towns that have up to date Master Plans have more grant availability. A Master Plan is a benefit for Town Budgeting. The first step to updating is to do a build out study. Regional Planners at the Metropolitan Area Planning Council in Boston are currently working on the Town build-out. The last build out was done in the year 2000. Another cornerstone to developing a Master Plan is involving public participation. Suffolk University will conduct a public opinion poll. There will be public work shops. This information will be considered as part of the plans development. There will be review of different parts of the Town/Zoning. The way the project will be run will be as: the Planning Board will serve as the steering committee and he (Paul H.) will serve as the Project Manager. Proposal process has already taken place and BHB out of Medfield was selected.

The cost of the project as it adds up will be approximately \$113 thousand dollars which he will be asking for at Annual Town Meeting. Wrapping up he indicated that some of the recommendations from the last Master Plan have been implemented such as: rezoning of Enterprise Park; Open Space purchasing; Route 139 widening; Downtown Revitalization; Stormwater Management; PWED Grant to be re-submitted; park in Library Plaza; Public Transportation. Paul has acknowledged the efforts of Bob Shaughnessy for his Open Space efforts, Rod Procaccino, Charlie Swanson and the DPW Staff for Engineering etc. assistance. .

Paul H. is looking for the Board's support at Town Meeting and to take a vote in support.

Michael Valenti indicated that they were in favor of the project but would rather wait until the next Board meeting when Stephen Hocking would be present to take an official vote. Also, the Board would draft a letter regarding their concerns/suggestions for the Master Plan.

Discussion ended and Paul Halkiotis thanked the Board for their time.

Action:

1. Contract 2011-26/Change Order No. 3/Surf Ave. Seawall Repair Project Phase II/Northern Construction Services

Town Engineer, Rod Procaccino was present to explain the reason for the change order.

Scope of Work: the change order reflects contract adjustment of estimated quantities constructed; work on Surf Ave. Seawall is complete.

Funding Source: Article 4, STM August 2010 \$379,703 (available)

Staff Recommendation: recommends authorization of change order no. 3 with Northern Construction Services LLC, Weymouth, MA.

MOTION: Michael Valenti Jr. motioned to authorized Change Order No. 3 Contract 2011-26, Surf Ave. Seawall Repair Project Phase II with Northern Construction Services of Weymouth, MA to increase the contract in the amount of \$4,924, to reflect actual quantities constructed for a total contract amount of \$989,738.58 and the chairman or designee is authorized to execute the contract change order when the documents are prepared.

Seconded: Robert Shaughnessy All in favor.

2. Duck Hill Lane Water Supply Update

Superintendent, Tom Reynolds presented the Board with updates on the project request. Dr. Goldenson, Duck Hill Lane resident was present for review of the plans for the requested water connections to the neighborhood. Board Members would like input from the Fire Department regarding fire hydrant locations to ensure fire safety. Town Engineer indicated that the issue of connection fees which are \$1875 was brought to his attention by Water Supervisor, John Patch. Bob Shaughnessy stated that the fee would be what we would normally charge and not treat this situation any different than another.

Tom indicated there was funding in the budget to move forward with this project. He would be in touch with Dr. Goldenson once he has heard from the Fire Department.

Discussion ended.

Two residents were present to bring to the Boards attention the poor condition of Standish Street. Their complaint was that several manhole covers/utility covers etc. have different elevations around

them resulting in damage to cars over time of repeated use, as the necessary way of travel. They produced several photographs and a list of the location of each problem utility cover. Mike stated that Tom and Barry Bartlett would survey the area and corrections will be made where possible. This issue will be a follow up item on our next Agenda.

3. Abatements

MOTION: Michael Valenti Jr. motioned to accept abatement packet #579.

Seconded: Robert Shaughnessy. All in favor.

4. Minutes

MOTION: Michael Valenti Jr. motioned to accept open meeting minutes of February 6, 2012.

Seconded: Robert Shaughnessy. All in favor.

5. Executive Session

The Board was polled to go into Executive Session for the purpose of Settlement discussion and land acquisition, not to return to open session.

Vote: Robert Shaughnessy yes Michael Valenti Jr. yes

At this time, the open session of the Board of Public Works for March 12, 2012 adjourned at 8:25 p.m.

Respectfully Submitted,

Ann Marie Sacchetti,
Board of Public Works Secretary