

**Board of Public Works
Meeting Minutes**

Date: June 15, 2020

Time: 6:00 p.m.

Place: Town Hall

Hearing Room 3

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

Dave Carriere	Chairman
John Cusick	Vice Chairman
Robert Shaughnessy	Member
Thomas Reynolds	Superintendent
Shawn Patterson	Deputy Superintendent
Rod Procaccino	Town Engineer
Paul Tomkavage	Project Manager/Engineer
Ann Marie Sacchetti	Board of Public Works Secretary

The meeting convened at 6:02 p.m.

Dave Carriere **motioned** to open the meeting and reviewed the agenda which included action items, items for discussion and Superintendent's report; motion to accept the agenda. **Seconded** by John Cusick.
Unanimous

I. Action Items:

i. Discussion & Vote to Appoint Deputy Superintendent as Interim Superintendent of DPW

Dave stated that he has had many an opportunity to work with Shawn through the many issues that have arisen during his tenure. Shawn is a good addition to the Department and will be very affective and quite capable as Interim Superintendent. John Cusick agrees and indicated that he was a good choice for Deputy Superintendent and will do a good job and supports his appointment as Interim Superintendent. Bob Shaughnessy agrees wholeheartedly with Shawn as Superintendent and to be as Interim Superintendent at this time. Tom Reynolds stated that he had the privilege and honor of hiring Shawn and knows that he is more than capable of performing the job. He has been a great assistant running the operations. He will do a great job. His heart is with the community and the people he works with. He will do a fantastic job.

MOTION: Dave Carriere motioned to appoint Shawn Patterson as Interim Superintendent.

Seconded: Robert Shaughnessy John Cusick Dave Carriere

Unanimous

Dave indicated that the appointment to be effective August 17, 2020 and will work with Tom going forward.

Shawn stated that he appreciated everyone's vote and confidence. Tom has been a mentor for him and has been terrific for the Department. He has accomplished so many good things for the Town.

ii. Approval of Meeting Minutes for: May 5, 2020 & May 19, 2020
Executive Session Minutes for April 21, 2020

MOTION: Dave Carriere motioned to accept minutes for May 5, May 19 and April 21, 2020.

Seconded: John Cusick Robert Shaughnessy Dave Carriere

Unanimous

iii. Annual Re-Appointment of Town Engineer

In accordance with the Town of Marshfield General By-Law Article 42:

The office of Town Engineer shall be under the jurisdiction of the Board of Public Works to be appointed annually by the Commissioners as Adopted by Article 7, 1971 STM.

Dave indicated that it would be a loss for the Town of Marshfield if we did not have Rod Procaccino as our Town Engineer.

MOTION: Dave Carriere motioned to re-appoint Rod Procaccino as Town Engineer.

Seconded: Robert Shaughnessy John Cusick Dave Carriere

Unanimous

Bob Shaughnessy stated that Marshfield would not be the same place if were not for Rod Procaccino. He has done a wonderful job along with his engineering team.

iv. Sale of Graves Policy

Tom stated that going forward to confirm that it is the responsibility of the Town to sell the grave to the resident of Marshfield. It is the responsibility of the Funeral Home that conducts the services to pay once they are billed from the Cemetery, Trees and Greens Department for the internment of both the body and urn of ashes. It is the responsibility of the Funeral Director to collect the payment from their customer. The Town will bill them accordingly for the services provided. This procedure has been in place since 2006. Commissioner Shaughnessy has been an advocate for the last 12 years to have the rules and regulations updated and in place to protect the Town from any liability going forward. We are in the process of obtaining a consultant that will assist the Town in developing new cemetery rules and regulations.

MOTION: Dave Carriere motioned to re-affirm the policy as it was developed in 2006.

Seconded: Robert Shaughnessy John Cusick Dave Carriere

Unanimous

II. Discussion:

i. Update on 965 Plain Street Property

Tom Reynolds gave an update. He indicated that today we were supposed to receive a draft proposal for the cost of renovations for 965 Plain Street and did not. This was disappointing as he thought he would be able to discuss what had to be done to the site before it being occupied. We will have to wait and hope to receive it prior to Town Meeting.

Dave Carriere has been following costs. Town Treasurer, has been very forthcoming in providing a copy of Weston & Sampson OPM contracts along with any and all invoices that we have had on this project to date for the construction on Parsonage Street. He has also expressed his dissatisfaction with Weston & Sampson OPM as they are not presenting the cost in the manner in which we had directed them basically through the Town Administrator and Treasurer/Collector.

ii. Sunk Costs for Parsonage Street

Dave updated. Weston & Sampson, under Phase I was a lump sum contract for \$99,400. Phase II their cost was \$14,600. Grading, Geo Tech work was \$75,000, design was about \$25,600. Total of those

costs to date comes to \$189,600. At this point the sunk costs are about \$150K- \$200K. If the costs come in much higher than that we will be asking to scrutinize that submittal in great detail. Sunk costs are defined as costs we spent for a site we are not actually using.

iii. Bay Ave. Seawall Update

Tom Reynolds indicated that the wall and revetment are completed. They are currently working to restore the private decks which will probably take another week or so. Rod is waiting on a report from Tighe & Bond, our engineer on site, before we consider it complete.

iv. Ocean Street at Plymouth Drainage Repair Status

Tom Reynolds updated the issue. Last Thursday we did a gate valve insertion into the water main on Surf Avenue because the bolts had rotted away on the bonnet of the valve and we were not able to close it. This has contributed to the much of the flooding along with an old abandoned water main. We had the Wastewater Vactor Truck cleaning out some of the catch basins. The water has dissipated quite a bit. Flooding has been alleviated right now. We are in the process of having the area dig safe as the location is so congested with utilities that we have to be very careful of. We still need to investigate what is contributing to the flooding in the area and we will be able to address the problems in the very near future.

v. Couch Cemetery Project Update

Tom indicated that the expansion continues. We have the bounds in. Loaming and hydro seeding was done last week. The next phase will be tree and stump removal which will be completed by next week. At the October STM we will receive enough funding to complete and prep the areas for the columbiums. We are moving along. There are less than a hundred graves at this time. Hoping to have 160 graves in the near future.

vi. Foster Ave. Revetment Project-Time Extension CO

Rod provided details of the change order. This project was delayed due to the Covid19 pandemic and delay in issuance of CH91 Permit. The Permit was issued and the Contractor was given Notice to Proceed on May 29, 2020. Change Order No. 1: the delay in issuance of Notice to Proceed due to the delay in issuance of the CH91 License, requires a change in the contract completion date from June 30, 2020 to August 14, 2020. There is no change in Contract Price as a result of the time extension. Staff recommends approval of the time extension to August 24th.

Tom indicated that he realizes that the job was to be completed on June 30th. It is an inconvenience to the summer renters but it is an actual benefit to the neighborhood. It provides protection of their property which is a substantial investment of theirs. It is our responsibility to protect those investments. In the long run it will be a protective measure they will be happy with.

Board members have concern for safety during the project. Tom and Shawn along with Rod have assured safety measures are in place.

MOTION: Dave Carriere motioned to authorize Change Order No. 1 to Contract 2020-14 Foster Ave. Revetment Improvement Project to extend contract completion date to August 24, 2020, with no changes in contract price with T Ford Inc. George Town, MA, and the Chairman or designee will execute the Contract Change Order when the documents are prepared.

Seconded: Robert Shaughnessy John Cusick Dave Carriere

Unanimous

viii. Household Hazardous Waste Collection Event-Update

Paul Tomkavage was present to provide the update. He indicated that the company we have used for the past couple of years is no longer on the state bid list. We are currently penciled for the date of September 19 for the event but we do not have a vendor. The process has become more complex due the Covid-19 protocol. We have three months to determine how this will proceed.

vii. Review of Town Meeting Articles

STM Articles: Tom addressed the articles. Not all articles submitted were included in the warrant.

Article #2: Enterprise Accounts Retained Earnings Supplement: Article #5: Solid Waste Disposal Supplemental Funding: Article #6: Painting of Telegraph Hill and Forest Street Water Tanks: Article #7: Five Year Water Tanks Maintenance Agreement: Article #8: Acceptance of New Multi Year Solid Waste Contract (passing over): Article #12: new Public Works Facility 965 Plain Street.

These are the articles included in the warrant.

ATM Articles: Article #6: Acceptance of Chapter 90 Funding: Article #13 Taking of Easements-Shore Front Protection: Article #14: Taking by Eminent Domain-Seawall Repair:

III. Superintendent's Report/Update

Tom's updates:

The updates are the same as on the agenda.

The DPW assisted the Police Department on Saturday afternoon for the vigil held as the Boys & Girls Club. The event was smaller than anticipated. There were no issues. We were there for crowd and traffic control. Everything was orderly.

The next meeting will be on June 22, 2020 Town Meeting.

At this time Dave Carriere **motioned** to adjourn **Seconded:** by Robert Shaughnessy
John Cusick Dave Carriere

Unanimous

The open meeting of the Board of Public Works for June 15, 2020 adjourned at 7:20 p.m.

Respectfully Submitted,
Ann Marie Sacchetti,
Board of Public Works Secretary