

Board of Public Works
Meeting Minutes

Date: March 28, 2022

Time: 6:00 p.m.

Place: Library Program Room
Library Plaza

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

Robert Shaughnessy	Chairman
Dave Carriere	Vice Chairman
John Cusick	Member
Tom Reynolds	Superintendent
Dan Bowen	Assistant Superintendent – <i>not present</i>
Rod Procaccino	Town Engineer – <i>not present</i>
Jimmy Kent	Deputy Superintendent
Paul DuRoss	Water Supervisor
William Green	DAV
Ann Marie Sacchetti	Board of Public Works Secretary

The meeting convened at 6:05 p.m.

Bob Shaughnessy motioned to open the meeting and reviewed the agenda which included one appointment, action items, minutes and Superintendent's report.

Seconded by John Cusick

All in favor.

APPOINTMENT

6:15 p.m. DAV/Abatement Issue

Mr. Will Green of the DAV was present in regard to a large water bill. Henry Ducey of the DAV had applied for an abatement on behalf of the DAV but was denied and requested to meet with the Board. Mr. Green provided Board members with some documentation. Information provided by Michelle Cavilla stated that someone from the DAV came in to the office wanting to appeal the charges. He said that there was work being done on the water main in the street and dirt got into the meter. He said that they couldn't have used that much water; the DAV was no even open. She told him that we were informed that the ice maker may have been leaking and that two toilets had been fixed. She told him that if the toilets were leaking, they run all the time and will use that amount of water. The meter test that was done and indicated that the old meter was under-recording water usage. She also stated that she spoke with a Dennis" who called to say they replaced the flapper valve in two toilets the day before.

Mr. Green said the meter was changed out and once that happened water usage went back to normal. Dave stated that a high use letter was sent to them dated May 27, 2021. Mr. Green and the members believe that the water leak on Dyke Road was going through their meter. Tom stated that it's leaking in the street and doesn't go through the meter so there is no charge for water. Only water that goes through the meter is what is being charged for. Mr. Green stated that they are very proactive in repairs. John stated that leaks can be silent. Mr. Green said the ice maker is now maintained every month and the toilets are fixed. They became proactive once they were aware of the issue. Tom stated that if the facility had been closed for any period of time, who would have known the toilets were running. Mr. Green stated once they were notified of the issue, they became proactive.

It was stated that any sediment related to the Dyke Road repairs would not get into the meter. Tom stated if there were debris in the line then no water would get through. There is a strainer in the meter

that collects any debris. The water has gone through the meter; it is leaking somewhere. Tom referred to a previous request for an abatement which was almost \$8K because of their ice machine and they serviced it every month as well. It's a hidden leak, silent. As a meter gets older it benefits the customer because it slows down over time.

Dave asked about the condition of the meter and physical location of the leak on Dyke Road related to the DAV; upstream or downstream. Also, who actually replaced the meter. He would like the lab report on the test results of the meter. Tom stated that if the toilet flapper is up and open the water continuously runs. If no one was there for a week that's a lot of water.

Board members decided to put the issue on hold pending more information and schedule for a future meeting.

ACTION ITEMS

1) Updated Abatement Financial Hardship Levels Policy

Bob stated that this document is an annual item.

MOTION: Robert Shaughnessy motioned to use the family income levels in accordance with the Federal Guidelines for Marshfield's abatement policy.

Seconded: Dave Carriere All in favor.

2) Abatement Policy Review

Board members reviewed each section of the policy. Added to the policy will be the following: "landlords are not entitled to seek out abatements for excessive water and sewer usage incurred by their tenants. It is the sole responsibility of a landlord, in regards to this Policy, that their property is operating in an economical and efficient manner". All Board members agreed to the addition.

MOTION: Dave Carriere motioned that we accept the language in regards to responsibility for landlords as written by Mr. Bowen and verbalized to the audience by our chairman.

Seconded: Robert Shaughnessy All in favor.

3) Amendment #2/2020-17 GHD Services-Flow Meter Designs at Three Pump Stations

Tom addressed the amendment as provided by Paul Tomkavage. Summary: Contract No. 2020-17 provides for design services for installation of magnetic flow meters at the Anderson Drive, Macker Terrace and Homestead Ave. Wastewater Pumping Stations. Design is complete, D&C Construction is on board as contractor and have started work in the field. This amendment no. 2 provides for completion of SCADA programming by GHD in accordance with the scope and details in the attached amendment. The amount of \$18,000 has always been in the project budgeting. Staff recommends approval of amendment no. 2 to contract 2020-17 with GHD Services, Inc.

MOTION: Robert Shaughnessy motioned to approve Amendment No. 2 to Contract No. 2020-17, Flow Meter Designs at three Pump Stations, with GHD Services, Inc., for the amount of \$18,000 and to authorize the Chairman or designated member to sign the contract documents when they have been prepared.

Seconded: John Cusick All in favor.

4) Septage Hauler Permit Renewal

Tom stated that Peter Spence of P.F. Spencer Jr. Inc. has filed for Septage Hauler license renewal for 2022. Staff recommends approval.

MOTION: Robert Shaughnessy motioned to renew the Septage Hauler Permit for P.F. Spencer Jr., Inc. for 2022 and to authorize the Chairman to sign the permit as approved.

Seconded: John Cusick All in favor.

VOTE TO ACCEPT MINUTES – 28/22 Open Minutes & 2/28/22 Executive Session Minutes
3/14/22 Open Minutes-*to be passed over*

MOTION: Robert Shaughnessy motioned to accept open meeting minutes of 2/28/22.
Seconded: John Cusick All in favor.

MOTION: Robert Shaughnessy motioned to accept executive session minutes of 2/28/22.
Seconded: John Cusick All in favor.

SUPERINTENDENT'S REPORT

Jimmy Kent, Deputy Superintendent was present. He indicated that there is no money for paving. Staff goes out to patch roads on a daily basis. Tom stated temperature changes compromise the patch work which then has to be repaired again. We respond within a certain time frame when we receive calls for road patching. The paving season is beginning. The governor has approved additional funding for Chapter 90 and Winter Road Recovery Program which has to be spent by the end of June. Hopefully the additional funding will be passed.

The issue of road acceptance was discussed. Dave said we need the support of citizens at Town Meeting to ask for additional funding for road repairs, projects etc. Brant Rock funding for design will not be available until October STM meeting. Complete Streets is only part of the project. John asked about the previously accepted roads. Tom said we had to take the roads off Town Meeting previously because of the policy which needs to be voted by three boards. Planning Board has not taken it up as yet and the BOS has the final review. He said the first step is to have an in-house staff meeting, the Town Planner, Town Engineer, myself, Town Administrator and Town Counsel, to go through the policy step by step in order that all are in agreement. Staff will then bring to the Board for a vote. The policy is very difficult. We had a lot of questions as well as Rod. It is putting a burden on Town counsel to obtain all the deeds to be taken care of. Tom will schedule the meeting

In regard to 965 Plain Street; each week there is increased activity. A large section of the footing form today with the steel. They are moving right along.

NEXT MEETING – April 11, 2022

At this time Robert Shaughnessy motioned to adjourn the meeting.
Seconded by Dave Carriere All in favor.

The open meeting of the Board of Public Works for March 28 2022 adjourned at 7:11 p.m.

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