

Place: Library Program Room, Library Plaza

John Cusick	Chairman
Robert Shaughnessy	Vice Chairman
Diane Jordan	Member
Tom Reynolds	Superintendent
James Kent	Deputy Superintendent
Ken Ryan	Environmental Engineer
Paul DuRoss	Water Supervisor
Ned Bangs	Trails Committee Member
Ann Marie Sacchetti	Board of Public Works Secretary

Seconded by Diane Jordan All in favor.

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 and be appointed annually by the Commissioners as Adopted by Article 7, 1971 STM.

Seconded: Diane Jordan All in favor.

John asked about the guardrail and if there was information on the replacement. Tom indicated that he will obtain three quotes for the project.

APPOINTMENT

6:30 P.M. Ned Bangs/Trails Committee/BPW Liaison

Ned Bangs was present and requested to meet with the Board regarding a Liaison between the BPW/DPW and the Recreation Trails Committee (RTC). At a meeting on May 10, 2023 the RTC voted to support the creation of a liaison. He indicated that they interface with many DPW Staff at different times. Some projects receive funding from CPC along with volunteers. At this time Jimmy Jackson and Matt Eby have provided assistance and have been very helpful on issues when possible.

Ned provided a listing of various examples of projects they could use help with. Such as; crosswalks painted where the trail crosses at South River Street, Clay Pit Road, Ferry Street and Pleasant Street. Cornhill Woodlands parking lot, off Union Street needs lot graded; Bridle Path needs mowing; trail from Ferry Street to Station Street needs help; at South River Street sub station needs more rocks as barriers from unwanted vehicle access. Some of these issues have funding, some do not. Tom stated we would like to help as long as it doesn't interfere with our daily operations. We are busy now. Weekends would be overtime and fundings are low. John said to continue working with Staff. Ned said that Jimmy and Matt are very easy to work with. Ned said the liaisons from other boards are very helpful as they have a wealth of knowledge and benefits the Town as a whole. Bob suggested having a Maintenance Master Plan in place and to prioritize projects based on need. He indicated that the existing CTG Division is short staffed so it is difficult to provide help. Bob stated that he would be happy to be the liaison from the BPW. Ned said that he wants to be able to contact and continue working with Jimmy and Staff as usual. Board members and Tom are in agreement with that process to continue.

APPOINTMENT

6:15 P.M. Abatement Issue/Diane Butler

Mrs. Butler was present to continue with her request regarding an abatement for excess water use. Tom asked her if she had her plumbing issues taken care of; Mrs. Butler said she had no plumbing issues. He indicated that we are not putting a meter in her house until her illegal spigot is repaired and taken out before the meter. Also, there is an issue with the shut-off valve at the meter. A plumber needs to fix that. Mrs. Butler stated that a plumber did put one in. Tom asked if it was put in right. She said we can take the spigot out; Tom responded saying we are not taking it out, it is her property. Tom then referred her to Paul DuRoss who has spoken to her a couple of times. She said that after 3 months of this issue she received a call from the head of the water department. Paul told Mrs. Butler we have a schedule that we have to go by and prioritize what needs to be done right now. You (Mrs. Butler) have a meter that is working fine. She disputed that stating that she has an astounding bill that has not been addressed in four months. Paul stated that was not true as she was sent a letter in September of 2022 indicating that she had high water use. Paul continued to say that she had a running toilet on the first floor. Once that is fixed the water use should go down. The meter will be replaced once the plumbing issues have been taken care of. He continued to try to explain to her about how the water flow effects usage. Mrs. Butler stated that she has other things in her life besides this. Diane reminded Mrs. Butler of the requirements the Board asked her to bring to this meeting. Mrs. Butler said that when she first went to the DPW about the issue they should have said it was a faulty meter. Tom said but it wasn't. It was a leaky toilet. She insisted that her meter should have been checked right away. She referenced the letter sent to her from Tom dated March 28, 2023 indicating her abatement request was denied and she can make payment arrangements with the Treasurer/Collector. At this point, Diane Jordan said we are going to end this conversation. She said, we are trying to help you but you are not stopping. Diane Jordan said the previous meeting we reviewed the whole case. We decided that you should have a plumber come in and write a letter verifying that there is nothing wrong with the plumbing before we can go any further. We went over this last time. Tom tried to explain about the radio read on her house. She claims it was taken off her house. Diane said we will have to end this if she (Mrs. Butler) does not calm down. Paul proceeded to explain to her what needs to be done regarding her plumbing

issues. Mrs. Butler wants a letter sent to her regarding the procedure the Board has indicated. Diane reiterated that she needs to comply with the Board's request. Once done, she can come back to the Board. At this point Mrs. Butler said she wanted to talk to John as he is a plumber. John said that she needs a ball valve including taking the outside spigot off. John said that we will send a letter regarding what to do going forward, and we will then put her on the agenda. Mrs. Butler said she didn't want to come back again. Diane stated that we need to verify that everything is done and fixed before we can apply any abatement for the water use.

Appointment ended.

DISCUSSION

1) Adopt-an-Island/rules & Regulations

Diane asked for this discussion. She wanted clarification regarding the program and its process. Board Secretary (manages the program for the DPW): people can call when they have issues with the islands and I follow up on it. Beyond that I go by phone calls. Nothing has been changed as far as applying for the program and its requirements. Potential adopters have to complete an application which is pretty basic. As discussed at previous meetings, the addition of a liability statement could be included on the application. John said just to add something simple. Bob agreed referring to Town Counsel's recommendation. We could add a #7 on the application regarding the liability issue. All islands should be treated the same. Subject will be added to the next agenda.

2) Board of Public Works/Review of Policies & Updates

John asked for this discussion. He referenced a memo dated July 7, 1998 from Gregory Robbins Environmental Project Manager for the DPW. The memo was in regard to a standard policy format. Tom stated that we have the binder of all the policies. Dan Bowen has put them on line and can be accessed on a thumb drive. Bob said that we need to review the policies and update as necessary. He would like to dedicate some time at each meeting to policy review. It would also benefit new Board members to become familiar with many of the operations. John said we will discuss at a future meeting.

3) Commercial Manure Issue

Diane asked for this discussion regarding manure that is being brought to the transfer station and the possibility of allowing entrance for free pickup of compost/manure to residents without stickers. Ken Ryan stated that this creates a lot of concerns and becomes problematic. People come in and have free reign. Tom indicated that Jimmy Kent thought maybe putting a pile out at the end of the salt shed roadway on Claypit Road and make it available to whoever wants it. His concern would be that people would come and dump their leaves and other things. We could install a camera. Access would be available seven days a week. Bob thinks it's a good idea. Tom said last year we had a problem with worms in the compost. It is one of the issues we face as we go forward.

4) Lobster Fest

John wanted this discussion. This year the event will take place on September 16, 2023. He does not know why DPW employees assist in the event. Tom said last year the event planners hired two DPW employees for the function. Tom stated that on Thursday he had a finance meeting and discussed the Detail Accounts, similar to what the Police and Fire have. Our employees who work for a private entity could be paid from such an account if the account were set up. If that took place our current overtime line item would not be impacted. It would come directly from the private entity who would be putting on the event. What we usually do is rubbish pickup and traffic control. Tom indicated that he has spoken to state officials regarding this issue and about filing legislation that will allow us to do this. They are all on board and receptive to the idea. Currently, Town Counsel and the Town Administrator are discussing how to proceed with it. If during an event a rubbish truck were needed it

would be reflected in the rate. Equipment and staffing would be paid for. The Town Treasure approves of the idea as well. Last year was the first year that the Lobster Fest paid for the assistance. Tom stated there are several events that take place in Town now. It's more the concerts and road races etc. that require traffic control and rubbish pickup at remote parking lots that are used at these times.

VOTE TO ACCEPT MINUTES – 5/22/23 Open Meeting Minutes

MOTION: John Cusick motioned to accept open meeting minutes of 5/22/23.

Seconded: Diane Jordan All in favor.

NEXT MEETING – June 26, 2023

At this time John Cusick **motioned** to adjourn the open meeting of June 5, 2023 at 7:21 p.m.

Seconded: Robert Shaughnessy All in favor.

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