

Approved 2/13/17

**Board of Public Works
Meeting Minutes**

Date: December 12, 2016

Time: 7:15 p.m.

**Place: Marshfield Town Hall
Hearing Room 3**

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

Robert Shaughnessy	Chairman
John Cusick	Vice Chairman
John Vallier	Member
Thomas Reynolds	Superintendent
Shawn Patterson	Deputy Superintendent – not present
Rod Procaccino	Town Engineer
Dan Bowen	Business Manager
Robert Galvin	Town Counsel
Peter Armstrong	Contractor
Ann Marie Sacchetti	Board of Public Works Secretary

The meeting convened at 7:20 p.m.

John Cusick **motioned** to open the meeting and reviewed the evening's agenda which consisted of 11 action items and 1 appointment. **Seconded** by John Vallier.

Action:

3. Contract 207-15 Award-Brant Rock Seawall Repair-Engineering Services

Town Engineer, Rod Procaccino was present to review the contract. Project status; the Town applied and received a \$139,500 Grant (cash reimbursement grant) from the State EEA Dams and Seawall removal and repair program, for Engineering Services to repair approximately 640 F of Brant Rock Seawall Franklin Street to just South of North Street. Town meeting authorized the Towns match of \$46.5K for total project budget of \$186,000. Staff recommends award contract 2017-15 to Bourne Consulting Engineering. Bourne was successful in preparing application for grant award and performed satisfactory in completion of Hewitt's Point Seawall Revetment Project.

MOTION: John Vallier motioned to award contract 2017-15 Engineering Services Brant Rock Seawall Repairs with Bourne Consulting Engineering, Division of GEI Consulting, Inc., Franklin, MA in the amount of \$135,000 and authorize the Chairman or designee to sign the contracts when the State Grant is executed and the contract documents are prepared.

Seconded: Robert Shaughnessy

All in favor.

4. Discussion: South Point Water Easement

Town Engineer, Rod Procaccino presented the issue. He stated that approximately 230 linear feet of 8 inch ductile iron water main and 600 linear feet of 8 inch in diameter ductile iron water main was

installed Careswell Street and within the layout of South Point Lane respectively by contract by the owner of 955 Careswell Street for the purpose of extending the municipal water main to his property line. The Town of Marshfield Water Inspector was present during the installation. The owner in compliance with terms of conditions set forth by the Town and has a letter prepared requesting the Town to accept the water main and easement for future maintenance. Rod has the letter and to the BOS.

Tom Reynolds suggested that, as a Board, accept the easement request and make a recommendation to the BOS that they accept the gift for the easement.

MOTION: John Cusick motioned to authorize the Superintendent of the Department of Public Works to send a letter on the Board's behalf, supporting the acceptance of the water main from the owner of 955 Careswell Street as a gift including approximately 230 linear feet installed in Careswell Street and 600 linear feet of 8 inch in diameter ductile iron water main including the hydrant and appurtenances within south Point Lane and the easement for future maintenance in South Point Lane.

Seconded: John Vallier

All in favor.

Appointment:

Mr. Armstrong was present to request a license to access property that the Town owns to further a development he has proposed before the ZBA. He referred to a previous request dated April 14, 2009 where a license, for access would be contingent upon granting of a gravel removal permit by Boards having such authority. Referred memo was from the former DPW Superintendent, David Carriere, to the Zoning Board of Appeals.

Robeert Shaughnessy stated we are not approving or denying permit, being in favor or against the project. All we are doing is looking out for the community as a whole; truck traffic affecting residents.

MOTION: Robert Shaughnessy motioned that the Board of Public Works will authorize the Superintendent to issue a license to access Lot G11-03-14 the (so called Salt Shed and Reclaim Lot) contingent upon the granting of a gravel removal permit by those Boards having such authority. The nature of the license and the conditions under which the license will operate are to be negotiated between the DPW and the owner, through Town Counsel, of the parcel after all permits are granted.

Seconded: John Vallier

All in favor.

1. Seawall Stairs Policy / License Agreement Approval

Robert Shaughnessy drafted a Seawall Stair Policy in October in consideration for other Boards.

"The Department of Public Works has seen the new seawall being invaded by abutters which could cause damage to the concrete structure. Abutters have installed wooden stairs along the newly constructed seawalls affixing anchors into the new concrete structure. In order to effectively deal with the public seawalls and the issue of private installed structures to the beach, the Board of Public Works adopts a policy". The Town of Marshfield in 2002/2003 adopted a bylaw regarding the (#79) Obstruction of Seawalls. Town Counsel had created the license requirement which will be included in the policy.

Tom Reynolds indicated that the Building Department has reviewed the draft and the Building Inspector has approved the draft.

MOTION: Robert Shaughnessy motioned that a letter to be sent to the Selectmen for their review and vote and then we can vote on it jointly, and subject to any changes that might be suggested by DCR.

Seconded: John Cusick

All in favor.

2. Vote on Indirect Costs

Robert Shaughnessy referenced the document he provided to Board members at the last meeting in regard to the methodology. We will need to vote to approve this year's methodology. Going forward, future Boards can tweak the methodology as needed. It is now clearer and more transparent than in previous years.

John Cusick stated that by accepting the methodology we accept the indirect costs; the methodology drives the indirect costs. Without discussing or debating it, he cannot accept the methodology.

Bob Shaughnessy stated by accepting the methodology, we are not accepting the numbers.

Dan Bowen's opinion is that it is a good document. He would recommend the Team to get together one more time and have Matt Abrahams review tab by tab, all the calculations and explain the calculations we agreed on; the percentages that we agreed on, including the numbers for the schools; then to show how the calculations work throughout the entire document. He thinks this would be beneficial to both sides. This document is much better than what was used in the past. The new methodology is bringing down the rates.

John Cusick stated that the new methodology contains higher percentages because the schools have been taken out of the formula. Dan Bowen is not sure if they are using the methodology including the schools or without the schools or are they using a hybrid of both. His opinion would be to accept the document as it is now. This would avoid having to use last year's indirects again. We received them in fy15, fy16, and again in fy17 and were forced to use them. He does not want to be "stuck" with them again for fy18. He would rather have the new numbers for fy18 and work the way through the methodologies going forward.

Tom Reynolds stated that all along he and Staff have wanted the schools to be included in the calculations. At Staff meetings; Department Head meetings; and Financial Team meetings, schools have been participants. They are an integral part of the whole operation. We maintain their fields; take care of their rubbish; we deal with their snow plowing, etc. He seconds Dan's recommendation to accept the document.

MOTION: Robert Shaughnessy motioned to amend the action item on the agenda to vote on indirect cost methodology only, not necessarily the cost.

Second: John Vallier

MOTION: Robert Shaughnessy motioned to accept the indirect methodology negotiated with the DPW Staff, myself, Steve Robbins, Rocco Longo, and Matt Abrahams for FY18 budget year.

Seconded: John Vallier

John Cusick Abstained.

5. Abatements

MOTION: John Vallier motioned to approve abatement packet #1049.

Seconded: John Cusick

All in favor.

MOTION: Robert Shaughnessy motioned to approve abatement packet #1058.

Seconded: John Vallier

All in favor.

6. Minutes

MOTION: Robert Shaughnessy motioned to accept open meeting minutes of September 26, 2016.
Seconded: John Vallier All in favor.

MOTION: Robert Shaughnessy motioned to accept open meeting minutes of October 17, 2016.
Seconded: John Vallier All in favor.

7. Advisory Board Updates None

8. Tabled Items None

9. Old Business-Update Forensic Audit

John Cusick indicated that he would like the new Town Treasurer to attend our meetings to discuss his understanding of the forensic audit. We have previously invited him. Dan Bowen stated that he would reach out to him once again. John would like to move forward on the audit process. The legislative body voted to have a forensic audit; we are obligated to have the audit.

Bob Shaughnessy stated that we would need both the Treasurer Collector and Town Counsel to sign-off on procurement. John Cusick insists not necessarily at the same time. Bob indicated that we need a procurement plan but he could not have it available by January 9, 2017; it is a detailed, complicated document. John Cusick kept insisting on the immediacy of the audit which resulted with Bob directing him to create the procurement for the audit. John said he would.

10. New Business None

11. Executive Session None

At this time the open meeting of the Board of Public Works for December 12, 2016 adjourned at 8:20 p.m.

Respectfully Submitted,

Ann Marie Sacchetti,
Board of Public Works Secretary