

Approved 6/19/17

**Board of Public Works
Meeting Minutes**

Date: June 5, 2017

Time: 7:00 p.m.

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

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

John Vallier	Chairman – <i>not present</i>
Stephen Robbins	Vice Chairman
John Cusick	Member
Thomas Reynolds	Superintendent
Shawn Patterson	Deputy Superintendent- <i>not present</i>
Dan Bowen	Business Manager
Rod Procaccino	Town Engineer- <i>not present</i>
Karen O'Donnell	Chair Person of Open Space Committee
Ann Marie Sacchetti	Board of Public Works Secretary

The meeting convened at 7:00 p.m.

Steve Robins **motioned** to open the meeting and reviewed the evening's agenda which consisted of 2 action items, 4 items for discussion and approval of minutes from previous meeting. **Seconded** by John Cusick, all in favor.

Action:

1. Minutes of Prior Meeting

MOTION: Steve Robbins motioned to approve open meeting minutes of May 22, 2017.

Seconded: John Cusick All in favor.

MOTION: Steve Robbins motioned to approve executive session meeting minutes of May 22, 2017.

Seconded: John Cusick All in favor.

Action:

I. Signing of Conservation Restriction for Furnace Brook Watershed / Furnace Street

Tom Reynolds indicated the property was approved for purchase at Town Meeting last year. It requires that in order to pass papers a Conservation Restriction must be in place. Karen O'Donnell, Chair of the Open Space Committee was present. Karen explained that in order for the Town to receive the matching grant for the purchase the restriction must be part of the deed. The property was acquired for water supply protection with a Drinking Water Supply Protection Grant from the Commonwealth of Massachusetts. Karen provided Board members with the Conservation Restriction

Document which requires their signatures. The Marshfield Board of Public Works is the Grantor; it is recognized by the Board of Selectmen who also approve of the Conservation Restriction.

MOTION: Steve Robbins motioned to approve the Conservation Restriction as executed under seal this 5th day of June, 2017 by the Board of Public Works for the Town of Marshfield pursuant to M.G.L. Chapter 40 Sections 39B and 41.

Seconded: John Cusick

All in favor.

II. Holly Road Conservation Restriction on DPW Parcels / Vernal Pool Protection

Tom Reynolds explained that this parcel was purchased with CPA and Water Department funds. The property was split close to evenly between Water and Conservation. Karen O'Donnell would like to have (2) of the parcels included in the Conservation Restriction. One of the parcels contains a certified vernal pool and the other is within the 100 ft. buffer of it. Board members were in agreement of the request.

MOTION: Steve Robbins motioned to grant the Conservation Restriction on parcels H14-04-08 and H14-04-09.

Seconded: John Cusick

All in favor.

III. Budget Discussion Update FY17 Year End

Tom Reynolds opened the discussion. He indicated that at the last meeting there was some discrepancy regarding budget balances. Dan Bowen reviewed his figures and offered clarity regarding his accuracy. His calculations show that at this time there will be a surplus of \$99,523.00 at the end of the fiscal year.

Tom wanted to be clear, that we do not overspend our schedule. Short staff always reflects in salary as an increase in overtime. He is always watching the bottom line. On a weekly basis, Dan Bowen provides staff with a budget update.

IV. Old Business

i. Winslow Ave Extension/Anticipated Mobilization Date

Tom Reynolds stated that the date is tentatively scheduled for the new fiscal year in order to have funding. We are hoping to begin clearing prior to July first.

John Cusick asked Tom if Recreation Funds could be used for part to the project. Tom would inquire about the possibility.

Joe McDonald of Waterman Ave. was present to inquire on a date for the project to take place. Tom stated that he cannot give him an exact date at this time. He has approval and it will be done as soon as time allows.

ii. Shepard Ave. Access

Tom Reynolds stated that Northern Construction put the stairs in at no charge. There are no pins, they are just sitting on a rock. We will open the access gate if the Board approves.

MOTION: Steve Robbins motioned to grant under the Superintendent's supervision, that the gate be open on Shepard Ave. to open access.

Seconded: John Cusick

All in favor.

iii. Delinquent Utility Bills Shutoff

Tom Reynolds stated that there are locations that will be shut-off. Five notices have been sent to the delinquent addresses including notices in the doorways indicating there will be mark outs for the shut offs. Currently there are 62 scheduled for shutoff. A police detail will accompany staff during the process. Tom read the notice that is left for customers and information for them to follow to remedy their situation. The Town Treasurer updates the DPW on a daily basis regarding utility receipts.

VI. Next Regular Meeting

i. Monday, June 19, 2017

VII. Superintendent FYI

Tom Reynolds indicated that the dredging of the narrows at Green Harbor was completed this week. Staff assisted the Army Corp in moving the sand. They were extremely pleased with the assistance. The Town was able to save approximately \$300k with Staff assistance. The project was completed in less than ten days.

John Cusick asked about public comment during Board meetings. Tom indicated that he would speak to Town Counsel regarding the issue.

At this time Steve Robbins **motioned** to adjourn the open meeting of the Board of Public Works for June 5, 2017 at 7:45 p.m.

Seconded: John Cusick

All in favor.

Respectfully Submitted,

Ann Marie Sacchetti, Board of Public Works Secretary