

Approved 2-26-18

**Board of Public Works
Meeting Minutes**

Date: February 12, 2018

Time: 6:30 p.m.

Place: Marshfield Town Hall, Hearing Room 3

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

John Vallier	Chairman
Stephen Robbins	Vice Chairman
John Cusick	Member
Thomas Reynolds	Superintendent
Shawn Patterson	Deputy Superintendent-not present
Dan Bowen	Business Manager
Rod Procaccino	Town Engineer
Paul Tomkavage	Project Manager, P.E.
Michael Maresco	Town Administrator
Patrack DellaRusso	Treasurer/Collector
Mr. & Mrs. Godding	Town Residents
Ann Marie Sacchetti	Board of Public Works Secretary

The meeting convened at 6:30 p.m.

John Vallier **motioned** to open the meeting and reviewed the evening's agenda which included an appointment, minutes, abatements, eight action items; two items for discussions and Superintendent's report.

Seconded by Stephen Robbins, all in favor.

Appointment:

Chairman, John Vallier thanked the Town Administer and Town Treasurer for attending the meeting In order address any budgetary questions Board members may have. The Town Administrator opened the discussion regarding the indirect costs policy. He stated that it is something that we need to review periodically. After Town Meeting he plans to have a meeting with everyone to review the policy and to make adjustments as needed.

Town Treasurer reviewed certain topics which included; the Snow and Ice budget; meter reads which are to take place on a monthly basis beginning July 1, 2018; review of postage fees; and line item adjustments regarding health care indirect charges. In the spirit of cooperation he has been working closely with the Town Administrator; Tom; Dan and Staff in the review of all budgetary issues.

John Vallier stated that he appreciates the transparency and cooperation that has been provided to Staff.

John Cusick had questions regarding the \$256,000 overcharge of fy2017 Indirect costs; Town Counsel's indirect charges; health care indirect charges; postage charges; and snow and ice percentage. Town Treasurer offered explanation in detail involved with the various costs.

After discussions, the Town Administrator and Town Treasurer concluded their meeting with the Board of Public Works at 7:00 p.m. in order to attend the Board of Selectmen's meeting.

Board members thanked them for their time.

1. Minutes of Prior Meeting

MOTION: John Vallier motioned to approve the draft open meeting minutes of January 22, 2018.

Seconded: Stephen Robbins All in favor.

II. Abatements

MOTION: John Vallier motioned to approve abatement packet #1293.

Seconded: Stephen Robbins All in favor.

Board members signed a Sewer Deferral Certificate.

III. **Items for Action**

i. Septage Haulers Permit Renewals and Renewals

Tom Reynolds addressed the item. He indicated that these are annual renewals. There are seven renewal requests for 2018 which are as follows: James Rorke of All-Town Inc.; Kevin Rorke of Duxbury Sanitary Pumping; Fred J. Nava of Fred E. Nava & Son; Warren Bush of Little Dryden Enterprises, Inc.; Paul Spencer Jr. of P. F. Spencer Jr. Inc.; Robert J. Fortini of Plymouth Septic Service; Erik Anderson of K. R. Anderson Pumping.

All requirements have been met as set forth by the Wastewater Treatment Facility.

MOTION: John Vallier motioned to renew the Septage Hauler License Renewals for 2018 and to authorize the Chairman to execute the permits as approved.

Seconded: Stephen Robbins All in favor.

ii. Drain Layer License Application & Renewal

Tom Reynolds addressed the item. He indicated that these are annual renewals. There are two renewal requests for 2018 which are as follows: Bekour Masse of Masse Construction; Dahn H. Tibbett of Weed & Feed.

All requirements have been met as set forth by the Wastewater Treatment facility.

MOTION: John Vallier motioned to renew the Drain Layer License Renewals for 2018.

Seconded: Stephen Robbins All in favor.

iii. Renew Contract No. 2017-18 / Generator & Transfer Switch Maintenance for WW

Tom Reynolds stated that we have 17 generators that are maintained. Paul Tomkavage was present to review the contract. Scope of Work; Preventative, corrective and emergency maintenance, as requested by the Town, including one major and one minor preventative maintenance per year. The contract is dated April 10, 2017 with an option at the Town's discretion to extend the contract annually for a potential total of three years. Staff recommends extending Contract No. 2017-18 with FM Generator. FM has been responsive and detailed in preparing estimates for work orders and in following through on them.

MOTION: John Vallier motioned to extend Contract 2017-18, Generator and Transfer Switch Maintenance for Water and Wastewater Divisions, with FM Generator, for one additional year starting April 10, 2018, and to authorize the Chairman or designated member to execute the contract documents when they have been prepared.

Seconded: Stephen Robbins

All in favor.

iv. Award Contract 2018-11 / Center Marshfield Cemetery Tree Removal

Town Engineer, Rod Procaccino addressed the project. Scope of Work; the project includes removal of approximately 37 trees and pruning of 14 trees. Work include stump grinding and branch support installation at Center Marshfield Cemetery. Three written proposals were received. Staff recommends awarding the contract to the lowest bidder North-Eastern Tree Service of Cranston, RI in the amount of \$22,000 for base bid and pest management. North-Eastern Tree performed satisfactory on prior work at the Marshfield Hills Cemetery last year. Funding is through CPC.

MOTION: John Vallier motioned to award contract 2018-11, Center Marshfield Cemetery Tree Removal, to North-Eastern Tree Service Inc., Cranston, RI in the amount of \$22,000 and authorize the Chairman to execute the contract when the documents are prepared.

Seconded: Stephen Robbins

All in favor.

IV. **Items for Discussion**

i. Playground at Rexhame Beach

Mr. and Mrs. Godding were present this evening to reach out to the Board regarding the ongoing project to build a playground at the Rexhame Beach parking lot. They know the DPW oversees playgrounds in Marshfield and wanted to give a brief update on the project and answer any questions.

Mr. Godding indicated that whole project will be privately funded through money raised in memory of their late son. They are also in the process of creating a fund to maintain the playground. The work will involve construction of playground equipment for children in the 2-5 age group with childproof fencing and one gate. The work area is a previously disturbed section of the Rexhame Beach parking lot. Field modification request should be directed to Conservation Administrator. They have received approval from the Board of Selectmen along with the Conservation Commission; Beach Commission; the Building Department and met with Town Administrator, Michael Maresco.

Mr. Godding stated that through the grieving process they wanted to remember their son Mat, and wanted to give back to the Towns people who have helped them carry on with life. They plan to have a ground breaking on March 6, 2018 which is Mat's birthday.

Tom Reynolds stated they the DPW could help with grading the area for them.

MOTION: John Vallier motioned to approve the project.

Seconded: Stephen Robbins

All in favor.

v. Enterprise Funds Capital Expenditure – Vote

Tom Reynolds reviewed the Capital items request/needs for fiscal year 2019.

MOTION: John Vallier motioned to approve 6 Capital items from the DPW Solid Waste Enterprise account for a total of \$394,000.

Seconded: Stephen Robbins All in favor.

MOTION: John Vallier motioned to approve 3 Capital items from the DPW Highway account for a total of \$169,000.

Seconded: Stephen Robbins All in favor.

MOTION: John Vallier motioned to approve 7 Capital items from the DPW Wastewater Enterprise account for a total of \$319,000.

Seconded: Stephen Robbins All in favor.

MOTION: John Vallier motioned to approve 11 Capital items from the DPW Water Enterprise account for a total of \$1,969,000.

Seconded: Stephen Robbins John Cusick voted "No".

vi. Articles for Town Meeting - Vote

Tom Reynolds reviewed the articles; (1) Acceptance of Chapter 90 Funding (2) Emergency Repairs of Private Ways (3) Graves Buyback (4) Solid Waste fy19 Budget (5) Wastewater fy19 Budget (6) Water fy19 Budget. After discussion it was decided voting on the articles will be postponed until the next meeting.

John Vallier indicated that each article will be voted on separately.

MOTION: John Vallier motioned to approve DPW Article #1.

Seconded: Stephen Robbins All in favor.

MOTION: John vallier motioned to approve DPW Article # 2.

Seconded: Stephen Robbins All in favor.

MOTION: John Vallier motioned to approve DPW Article # 3.

Seconded: Stephen Robbins All in favor.

MOTION: John Vallier motioned to approve DPW Article # 4 with the possibility of being amended.

Seconded: Stephen Robbins John Cusick voted "No".

MOTION: John Vallier motioned to approve DPW Article #5 with the possibility of being amended.

Seconded: Stephen Robbins John Cusick voted "No".

MOTION: John Vallier motioned to approve DPW Article # 6 with the possibility of being amended.

Seconded: Stephen Robbins John Cusick voted "No".

vii. Bond Premium Article –Vote

Tom Reynolds reviewed appropriation of Bond Premium and Certain Retained Earnings.

Items to be used from the bond premium are: 2 new Explorer Ford SUV's for the Superintendent and Deputy Superintendent of Public Works: Repair or replacement of effluent hydrants at the Wastewater Plant.

MOTION: John Vallier motioned to approve appropriation of bond premium for 2 SUV's for the DPW Superintendent and the Deputy Superintendent.

Seconded: Stephen Robbins All in favor.

MOTION: John Vallier motioned to approve appropriation of bond premium for repair or replacement of effluent hydrants for the Wastewater Plant.

Seconded: Stephen Robbins

All in favor.

- viii. Contract No. 2017-21/Ultraviolet Disinfection & Secondary Clarifier Upgrade Project Change Order

Item passed over.

IV. Items for Discussion

- ii. Budget including Indirects & Snow & Ice Budget

Budget previously discussed.

V. Next Regular Meeting

- i. February 26, 2018

VL. Superintendent's Report/Update

- Tom gave the Board an update on South River Park update. He received correspondence from Sue Caron who is with the Open Space Committee. They have organized a group called "Friends of South River Park". Members are raising funds in order to maintain the facility along with requesting CPC funding. They are not looking for any assistance from DPW other than support. The group has also obtained support from the Veterans. Part of the plan is for Meadow Restoration.

Board members approved of the proposed updates to the park and support their efforts.

- Bid package in for the seawall in Brant Rock. Bid opening is scheduled for March 1, 2018.
- Snow and Ice budget: about \$387K has been spent to date.

At this time the open meeting of the Board of Public Works for February 12, 2018 adjourned at 7:53 p.m.

Respectfully Submitted,

Ann Marie Sacchetti,
Board of Public Works Secretary