

Approved 9/24/18

**Board of Public Works
Meeting Minutes**

Date: August 27, 2018

Time: 7:00 p.m.

**Place: Marshfield Town Hall
Selectmen's Hearing Room**

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

John Vallier	Chairman
John Cusick	Vice Chairman
Stephen Hocking	Member
Thomas Reynolds	Superintendent
Shawn Patterson	Deputy Superintendent
Rod Procaccino	Town Engineer
Dan Bowen	Business Manager
Paul DuRoss	Supervisor/Water Division
Board of Selectmen Members	
Michael Maresco	Town Administrator
Patrick Dello Russo	Town Treasurer/Collector
Ann Marie Sacchetti	Board of Public Works Secretary

The meeting convened at 7:00 p.m.

John Vallier opened the meeting and reviewed the evening's agenda which included the appointment with the Board of Selectmen and 1 action item.

I. 7:00 Joint Meeting with Board of Selectmen

i. Presentation of Utility Software and Meter Update

Town Administrator, Michael Maresco opened the discussion. It has been brought to the Town's attention that the current software company, SoftRight, will be phasing out within the next 18 months. He along with the DPW Staff and the Town Treasurer, have started the investigatory process in obtaining new software. There are many concerns and needs to be met that the current provider has not been capable of handling. One concern is a drop in water consumption. Although water conservation has been in place, the reduction in water use is not relative to existing business and population usage. Current meters are over 15 years old and after a time aging meters lose their accuracy, specifically detecting "low flow". A new company may include replacement of meters along with meeting other billing criteria.

DPW Superintendent, Tom Reynolds stated the within 18 months SoftRight will not be providing its current service. Taking that into consideration it is important to take a "pro-active" approach and research into finding a replacement system. A feature that would be beneficial to residents is the ability to have a monthly billing system. The current cycle is twice a year which creates hardship regarding payment for some, and does not allow for an awareness of possible water leaks etc.in a timely manner. A pay on-line service would be another feature to consider. Replacing the current

water meters with the new “Smart Water Meter” would be an added benefit. The aged meters are not capturing low flow which translates to lost revenue.

Town Treasurer, Patrick Dello Russo discussed the budgeting aspect in the purchase of an upgraded system. The expense mechanism would be bonding. New technology eliminates problems with collections.

BOS Chairman, Jim Fitzgerald indicated the process will involve going out to bid “RFP”.

At this time, BPW Chairman, John Vallier **motioned** to “Request for Proposal” for new software, the author would be the Town Administrator. **Seconded** by Stephen Hocking.

John Cusick voted **no**.

Jim Fitzgerald stated this is a new way of working collaboratively and is looking forward to a continued positive relationship.

II. Items for Action

i. Award Contract 2018-15 / Bulldozer & Operator Services

MOTION; John Vallier motioned to award Contract No. 2018-15 to qualified bidder, Wayne Lopes Grading of Marshfield in the amount of \$120.00/hr. and authorize the Chairman or designee to execute the contract when they are available.

Seconded: John Cusick

All in favor.

III. Next Regular Meeting

i. September 10, 2018

IV. Adjournment

At this time John Vallier **motioned** to adjourn the open meeting of the Board of Public Works for August 27, 2018 at 8:00 p.m. **Seconded** by Stephen Hocking All in favor.

Respectfully Submitted,
Ann Marie Sacchetti
Board of Public Works Secretary