

Approved 5/20/19

**Board of Public Works
Meeting Minutes**

Date: May6, 2019

Time: 6:30 p.m.

Place: Marshfield Town Hall
Hearing Room 3

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

David Carriere	Acting Chairman
John Cusick	Vice Chairman – <i>not present</i>
Robert Shaughnessy	Acting Vice Chairman
Thomas Reynolds	Superintendent
Shawn Patterson	Deputy Superintendent
Rod Procaccino	Town Engineer
Dan Bowen	Business Manager – <i>not present</i>
Ben Norment	Union Street
Doug Gardner	Pioneer Consulting Group
Ann Marie Sacchetti	Board of Public Works Secretary

The meeting convened at 6:30 p.m.

Dave Carriere opened the meeting. He indicated he and Bob Shaughnessy were newly elected members to the Board. John Cusick was not present for this meeting.

I. Minutes of Prior Meetings

i. Approval of Draft Meeting Minutes for April 8, 2019

The minutes for this meeting were not voted on. John Cusick is the only remaining member on the Board for the meeting of April 8, 2019. A vote will be deferred to a future meeting when John is present.

II. Items for Action

i. After Town Elections: Elect from Membership, BPW Positions for Ensuing Year

At this time Dave Carriere requested a nomination for a Chairman pro-tem.

Bob Shaughnessy **motioned** to nominate Dave Carrier as Chairman pro-tem for this meeting and was **seconded** by Dave Carriere and further for Bob Shaughnessy act as Vice Chair. All in favor.

Dave Carrier reviewed the evening's agenda which included 2 appointments, 3 action items, items for discussion and Superintendent's Report.

ii. Rexhame Road / Seawall Repair from March 2018 Storm – Passed Over at this time

iii. Fifty Ocean Street / Seawall Repair from March 2018 Storm

Rod Procaccino was present to review the proposed change order no. 8 to Contract 2018-12 Brant Rock Seawall Reconstruction. Status: approximately 50LF of seawall cap at 46 and 50 Ocean Street was damaged during the Coastal Storm Riley on 3-2-18. Town Meeting funded \$300, 000 to repair both this section of seawall cap repair and 15LF of seawall return wall replacement at Rexhame Road. Northern Construction Services LLC has provided an estimate to conduct the repair. They can mobilize and start construction by May 20, 2019 and complete work within 3 weeks weather permitting. The Conservation agent has agreed to provide an emergency certification to allow work to commence, with the premise that the Town will be filing a Notice of Intent at a later date to document the work. Staff Recommends authorizing Change Order No, 8 to repair a 50 foot section of seawall cap at 46 and 50 Ocean Street. Access is limited from the street and will require fence removal and smaller equipment. The sooner the work completed the better our chances are for reimbursement. There is risk involved with delaying this work which includes: higher prices due to boon in economic activity, the amount contracts with similar work being bid, disruption of summer residential beach activity, and the wall is in a deteriorated state and is extremely vulnerable to storm damage.

MOTION: Dave Carriere motioned to authorize Change Order No. 8 to Contract 2018-12 to Northern Construction Services of Weymouth, MA to repair 50 LF of Seawall Cap at No. 46 and 50 Ocean Street based on time and material basis for an amount not to exceed \$161,500 and authorize the Chairman or designee to sign the change order when the documents are prepared.

Seconded: Robert Shaughnessy

All in favor.

Appointment:

1. Mr. Norment / Union Street Sidewalk Request

Mr. Norment, a resident of Union Street, has requested to meet with the Board to discuss the lack of a sidewalk on Union Street. He indicated that Union Street sees a high volume of auto traffic at relatively high speeds. There is much pedestrian use; walkers, joggers and kids walking to the North River. The road is narrow and in places there is no shoulder to walk on. A sidewalk would remedy the situation and provide a benefit to all of the residents on and near Union Street who travel the road.

Dave Carriere indicated that funding and maintenance is an issue for sidewalk construction. Utility relocation is an additional concern when adding sidewalks. Bob Shaughnessy referred to the sidewalk study/ plan that was done in 2005. The issue at that time was and still remains is lack of funding. The section of Union Street that Mr. Norment is talking about; 7500 LF is in the Sidewalk Study plan, it is number 15 of the plan. Weston and Sampson worked with the Board's sub-committee member; BPW Vice Chair Kathryn Webers along with many volunteers to develop the plan. They devoted many hours to this project.

Tom Reynolds indicated that we have received some funding from the state to help with a study on a Winslow Ave. sidewalk. The design for that project has already exceeded that amount of \$70K. Rod and the Engineering staff have done much preliminary work on many of these projects but once complete go unfunded.

Dave suggested the possibility of creating a trail which may help solve the issue. Bob stated that having a trail may be more desirable, keeping with the country look.

Tom indicated that on May 23rd, a group of Town employees,” Webster Walkability”, along with the Chamber of Commerce are looking at the walking issue in the down town area. The meeting will be held at Library Plaza at 8:30 a.m. The Planning Board is in support of the effort. Traffic calming, painting sidewalks and speed bumps are part of their plan to promote safe walking.

Bob Shaughnessy will work with Mr. Norment to address the concerns for safety on Union Street.

Appointment:

2. Pioneer Consulting Group / Wastewater & Water Rates Study

Doug Gardner of Pioneer Consulting conducted a study regarding Wastewater and Water Rates. He provided a PowerPoint presentation. Objectives of the study included: Completed a full cost of service study; determined equitable rates by customer; prepared rate structures that fund 100% of expenses, debt & capital; designed rates to strengthen the financial health of the enterprise fund; calculated the cost of services provided to customers.

Water Rate Study finding; most meters are at least 15 years old. They slow down as they age. Change out and test meters 2” and larger with a result of accurate readings and higher revenue. Reasons for water rate increases; operating costs continue to rise; debt service is increasing in FY2021 and beyond; must fund capital improvements. Recommendations are to approve recommended rates and charges; the average residential cost would be a yearly increase of \$24.00 dollars or \$2.00 a month (100,000 gallons or less): Condominium annual increase would be \$11.80 per year; Apt. & Commercial \$24.00 per year. Implement FY 2020 Rates beginning July 2019; proposed water rates will require future increases; next independent analysis.

Wastewater Rate Study finding; rates increase due to operating costs; consumption is decreasing; debt service is increasing in FY2021, drops off in FY 2024; sewer reserves are nearly depleted; must fund capital improvements; the average residential cost would be a yearly increase of \$90.50 or \$7.50 a month; condominium \$56.00 semi-annually (36,000 gallons); apt. & commercial \$100.00 semi-annually (60,000 gallons)

Recommendations are to approve recommended rates and charges; implement FY 2020 rates beginning July 2019; proposed wastewater rates will require future increases; how to grow the system; next independent analysis.

Bob Shaughnessy stated that in regard to sewer rates, the cost should be a Town shared cost; there needs to be a discussion regarding this issue with the Board of Selectmen. We all benefit from clean water.

Dave Carriere indicated that he has a different point of view on the issue.

Both agree on further studying needs to be done regarding this concern..

Board members and Staff discussed the study’s findings and recommendations with the consultant.

III. Items for Discussion

- i. Brief Budge Update on over Budget Line Items – **defer to next meeting**
- ii. Enterprise Capital Project Issues with the Capital Budget Committee – **defer to next meeting**

Dave Carriere and Bob Shaughnessy expressed their goals for the coming year.

Dave; set up a seam of transition – strictly actual cost for directs;

Capital Budget committee restricting use of retained earnings of enterprise funds; by-law #15 revision-audits; additional revenue for wastewater plant adding additional cell antennae on the mono pole; revision of BPW policy manual.

Bob; review BPW policies, reaffirm or modify; agrees with Dave regarding audits for enterprise funds

IV. Superintendents Report/Update

After water rates are accepted and voted on by Board members he will be back again this summer to suggest possibly going to a quarterly billing cycle to be implement the first of the year

Pavings: Acorn Street, portion of Summer Street, Furnace Street from Ferry to 3A, Ocean from Island Street to Joseph Driebeek and Dyke Road; Dyke Road from the Bridge to Mama Mias; possibly Winslow Cemetery Road; Mayflower and Country Roads working on drainage.

He and Shawn will visit the new DPW Facility in Orleans on Thursday

Friday will be marking out for delinquent bills

V. Next Regular Meeting

May 20 2019

VI. Adjournment

At this time the open meeting of the Board of Public Works for May 6, 2019 adjourned at 8:33 p.m.

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