

**Board of Public Works
Meeting Minutes**

Date: October 26, 2015

Time: 6:00 p.m.

Place: Marshfield High School

Room 139

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

Stephen Hocking	Chairman
Robert Shaughnessy	Vice Chairman
John Cusick	Member
Thomas Reynolds	Superintendent
Shawn Patterson	Deputy Superintendent
Rod Procaccino	Town Engineer
Dan Bowen	Business Manager
Ann Marie Sacchetti	Board of Public Works Secretary

The meeting convened at 6:18 p.m.

Stephen Hocking opened the meeting and reviewed the evening's agenda which included 9 action items. He **motioned** to accept the meeting's agenda as written. Bob will be late.

Seconded by John Cusick. All in favor.

Action:

1. Warrant Articles Discussion / Capital Requests

Tom Reynolds reviewed the unpaid bills. These are included in Article #1.

Article #12 - will be passed over.

Article #13 – Water System Pump Rehab

Article #14 – will be passed over

Article #15 – Purchase of Chevy Pick-up

Article #16 – New Water Dept. vehicle

Article #17 – will be passed over

Article #18 – Purchase of Burial Plots

Article #19 – Research status of public & private rds.

Article #20 – will be passed over

Article #21 – Purchase of front end loader

MOTION: Stephen Hocking motioned to approve article one as written.

Seconded: John Cusick All in favor

MOTION: Stephen Hocking motioned to approve article 12 as written.

Seconded: John Cusick All in favor.

MOTION: Stephen Hocking motioned to approve article 13 as written.

Seconded: John Cusick All in favor.

MOTION: Stephen Hocking motioned to approve article 14 as written.

Seconded: John Cusick All in favor.

MOTION: Stephen Hocking motioned to approve article 15 as written.
Seconded: John Cusick All in favor.
MOTION: Stephen Hocking motioned to approve article 16 as written.
Seconded: John Cusick All in favor.
MOTION: Stephen Hocking motioned to approve article 17 as written.
Seconded: John Cusick. All in favor.
MOTION: Stephen Hocking motioned to approve article 18 as written
Seconded: John Cusick All in favor.
MOTION: Stephen Hocking motioned to approve article 19 as written
Seconded: John Cusick All in favor.
MOTION: Stephen Hocking motioned to pass over article 20.
Seconded: John Cusick All in favor.
MOTION: Stephen Hocking motioned to approve article 21 as written.
Seconded: John Cusick All in favor.

3. Contract 2016-06 / Skate Park Change Order #2

Town Engineer, Rod Procaccino explained the change order is to salvage the stone pillars at the entrance of the skate park at the request of the Recreation Department. They asked if we could store them at the DPW Garage. The contractor will dismantle everything.

MOTION: Stephen Hocking motioned to authorize change order #2 to Contract 2016-16 of Uncle Bud's Skate Park, Grindlines Skateparks Inc. Seattle, WA in the amount of \$1000 to salvage the stone pillars and to authorize the Chairman or designee to sign the documents when they are prepared.
Seconded: John Cusick All in favor.

4. Contract 2015-26 / Senior /center Pedestrian Walkway

Rod Procaccino addressed the issue. There is some erosion occurring from the upper walkway. Adjustments will allow water flow away from this area.

MOTION: Stephen Hocking motioned to approve Change Order #2 to Contract 2015-26 for Senior Center Pedestrian Walkway; additional gravel path stabilization, in the amount of \$5100.00.
Seconded: John Cusick All in favor.

5. Foster Ave. Seawall Update

Rod Procaccino indicated the stairs will be poured this weekend. We are wrapping things up.

3. Abatements

MOTION: Stephen Hocking motioned to approve abatement packet listing # 943.
Seconded: John Cusick All in favor.

7. Advisory Board Updates

Tom indicated that this item will be on every agenda as an open invitation to them.

8. New Business None

9. Old Business None

2. Enterprise Fund Update (going forward)

Steve addressed the issue. He did his best to try to have a meeting to solve the problem regarding methodology of the indirect costs. The “financial team” prefers to meet with staff and do not feel as though politicians should be at these meetings. At this point by December 15, we need to have a methodology regarding the indirect costs. It is important that the parties get together to discuss this issue.

Bob Shaughnessy stated that a year ago we tried to address the issue of indirect costs with the financial team. The Town Administrator has indicated that he does not have to meet with us, nor does the Town Treasurer or the Town Accountant to explain to us how they are coming up with their costs. Their methodology is into our budget for an x number of percentages of their overall budget. When Mike Valenti was on the Board we had put a whole letter together addressing our frustration because they would not even meet or talk with us. They still don’t want to meet or talk with us to explain what they are doing. Tom stated we would not be in this predicament if they had responded to our request a year ago. Steve indicated that the interim treasurer has decided that there is no agreed upon methodology on expenditure of indirect costs. Now they want to meet and discuss this because an outside entity came in and identified the problem. Steve stated let’s identify the problem, the methodology and fix the budget. Bob stated that we are trying to fix it so there is formal methodology that meets states standards.

We want to know how they arrive at the figures for the indirect costs to the Enterprise accounts. The financial team members will not allow Board of Public Works Commissioners to attend their meetings. This position is disturbing. An email sent from the Town Accountant to John Cusick stated that the meetings are for professionals only. Bob Shaughnessy stated he has “three master degrees”. They did not even want Dan Bowen there, Business Administrator for the DPW.

Tom indicated that the Town Accountant is going on vacation for two weeks and we have deadlines to meet and she will not be available for questioning.

Discussion ended.

10. Executive Session None

At this time the open meeting of the Board of Public Works for October 26, 2015 recessed at 6:57 p.m. to attend the Special Town Meeting and would adjourn to the call of the Chair.

Respectfully Submitted,

Ann Marie Sacchetti,
Board of Public Works Secretary