

**Board of Public Works  
Meeting Minutes**

**Date:** November 18, 2019  
**Time:** 6:00 p.m.  
**Place:** Marshfield High School  
Room 139

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

Dave Carriere	Chairman
John Cusick	Vice Chairman
Robert Shaughnessy	Member
Thomas Reynolds	Superintendent
Shawn Patterson	Deputy Superintendent
Rod Procaccino	Town Engineer
Ann Marie Sacchetti	Board of Public Works Secretary

The meeting convened at 6:06 p.m.

Dave Carriere **motioned** to open the meeting.  
**Seconded** by John Cusick.

**I. Approval of Minutes of Prior Board Meetings**

- i. Approval of Draft Meeting Minutes: October 28, 2019

**MOTION:** Dave Carriere motioned to accept the minutes as written.

**Seconded:** John Cusick All in favor.

**II. Items for Action**

- i. Award Contract 2020-11 / Water Materials & Supplies

Tom Reynolds presented details of the contract. He indicated this is one of our annual water materials and supplies. Bids were for; Water Line Maintenance; Water Meters; Leak Survey; Propane. Staff recommends approval of award to the suppliers submitting the lowest bids.

**MOTION:** Dave Carriere motioned to award Contract 2020-11 to the lowest bidders for materials and supplies as indicated on attached list and to authorize the Chairman of the Board of Public Works or designee to execute the contract.

**Seconded:** John Cusick All in favor.

- ii. DPW #2020-01 / Sign Federal Poverty Income Levels; Guidelines Covering Financial Hardship

Tom indicated that we ask for this annually in order to add to our policy on abatements.

**MOTION:** Dave Carriere motioned to accept the policy as written.  
**Seconded:** Robert Shaughnessy All in favor.

iii. Discussion & Vote FY2021 Solid Waste Operation Options

Dave addressed the issue. He would like to authorize Staff to take whatever actions deemed appropriate with proposals/options as related to the upcoming new Solid Waste contract and bring to the Board their findings. Options he suggested were; (1) no curbside pick-up of trash and recycling, all residents would have to physically go to the transfer station; all or some pay-as-you throw bags to be used. (2) residents can hire their own private contractor (3) the Town continues with the current system in place (4) hybrid service for collection and disposal (5) using Town employees with the proper equipment to pick-up trash and recycling (6) other option (s).

iv. BPW Policy 2019-03: DPW Workplace Interactions with Town Personnel; Transmittal Letter for Policy being reviewed; Discussed & Approved

**MOTION:** Dave Carriere motioned to approve the letter as written.  
**Seconded:** John Cusick All in favor.

v. Award Contract 2020-10 / Harbor Walk Phase II

Dave presented the contract details. The project involves constructing approximately 1500 lf of 5 wide concrete sidewalk along Dyke Road located on the south side. Staff recommends awarding the contract to Richard Ambrosia, Inc. of Weymouth, MA based on the engineer's recommendation and that the contractor is MAssDot prequalified to do this type of work.

**MOTION:** Dave Carriere motioned to award Contract 2020-10 Harbor Walk Phase II to Richard D'Ambrosia, Inc., Weymouth, MA in the amount of \$258,047 and the Chairman or designee will sign the contracts when the documents are prepared.

**Seconded:** Robert Shaughnessy All in favor.

III. **Items for Discussion**

i. Policy Discussion Vehicle Replacement & Offsets for Vehicles Turned over to Town Building Commissioner & Cemetery Trees & Greens Vehicles have Enterprise Fund Vehicles (Tom R. & Shawn P. old vehicles)

John Cusick stated that he would like to establish a policy. He wants to ensure that the offsets are applied when Enterprise vehicles are then used for General Fund purposes. Other Board members agree and want to be sure the process is followed.

ii. Mileage & Repair Invoices for Replaced Vehicles

Tom Reynolds indicated that when he meets with Capital Budget he has the year, mileage or hours of the equipment. For fire he brings the invoices to Capital. Shawn Patterson stated that every year when they meet with Capital they provide a full report including photographs and literature on each vehicle.

iii. Transfer Station Vehicle Replacement

The replaced truck will remain at the Transfer Station as the fuel truck.

#### **IV. Superintendents Report / Update**

Paving is complete with the exception of Winslow Cemetery Road which will be done before Thanksgiving

Line painting is complete; crosswalks are done.

There is a stop sign ready to be located at the intersection of Forest and Pine Streets

Cross walks solar signs will be installed with flashing crosswalk signs to be located at Library Plaza, Peter Igo Park. .

#### **V. Next Regular Meeting**

December 9, 2019

#### **VI. Adjournment**

At this time the open meeting of the Board of Public Works for November 18, 2019 adjourned at 6:37 p.m. and would return to the Call of the Chair.

Respectfully Submitted,

Ann Marie Sacchetti  
Board of Public Works Secretary