

**Board of Public Works
Meeting Minutes**

Date: January 11, 2021

Time: 6:00 p.m.

Place: Town Hall

Hearing Room 3 Zoom Meeting

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

John Cusick	Chairman
Dave Carriere	Vice Chairman
Robert Shaughnessy	Member
Shawn Patterson	Superintendent
Tom Reynolds	Interim Superintendent
Rod Procaccino	Town Engineer
Dan Bowen	Business Manager
Ann Marie Sacchetti	Board of Public Works Secretary

The meeting convened at 6:03 p.m.

John Cusick opened the meeting and reviewed the agenda which included an executive session, action items, items for discussion and Superintendent's report.

MOTION: Dave Carriere motioned to accept the agenda as written.

Seconded by John Cusick

Roll Call Vote: John Cusick yes Dave Carriere yes Robert Shaughnessy yes
Unanimous

Executive Session:

- i. Negotiating Terms / Interim-Superintendent Contract

MOTION: Dave Carriere motioned to go into Executive Session and would return to open session.

Seconded: John Cusick

Roll Call Vote: Robert Shaughnessy yes John Cusick yes John Cusick yes
Unanimous

Back from Executive Session at 6:10 p.m.

I. Action Items:

- ii. Award Contract to Interim Superintendent

Dave Carriere stated that after successful negotiation, Board members accepted the Interim Superintendent's contract of Mr. Tom Reynolds which will be effective as of January 12, 2021.

- i. Accepting Current Superintendent's Resignation

Dave stated that the Board members have accepted the current Superintendent, Shawn Patterson's resignation. We have also come to the agreement that Shawn Patterson will remain available for 80 hours over the next 60 days should he be needed for consultation and his willingness is appreciated.

These decisions were the result of the prior Executive Session.

iii. Approval of Meeting Minutes for: 11/9/20 & 12/7/20

MOTION: John Cusick motioned to accept minutes of November 9, 2020 as written.

Seconded: Dave Carriere All in favor.

Roll Call Vote: John Cusick yes Robert Shaughnessy yes Dave Carriere yes

Unanimous

MOTION: Dave Carriere motioned to accept minutes of December 7, 2020

Seconded: John Cusick Bob was not present, he abstained

Roll Call Vote: Dave Carriere yes John Cusick yes

Unanimous

iv. All Enterprise Employees Hours on Snow & Sanding

Shawn Patterson indicated he will have the information by the next meeting. He does maintain a spread sheet. Karen Andersen and Anne Bowen assist with tracking the hours. Dan Bowen provided clarification regarding the tracking of hours. He indicated that it is easier said than done. Going forward, Dave suggested that Jim Kent talk to Staff to determine what difficulties are involved in tracking the hours used for snow plowing and sanding. Shawn reiterated that he does track it and has totals on a monthly basis. John's concern has been accuracy in budgeting when employees are plowing and sanding overtime and where that cost is charged.

v. Account Transfers from Snow & Ice Budget – was reviewed in item iv.

vi. Approval of FY2022 Indirect Charges

Dave and Dan Bowen indicated that the BOS did not agree with the changes presented by the DPW for the indirect charges. Dan provided Board members with the 2020 Actuals for FY2022 Revenue Offsets as signed by the BOS and Town Administrator. John Cusick did not agree with the figures as he stated that the Treasurer and Town Administrator still owe the rate payers \$256,000. Also, regarding the indirects, the total Town budget was not used in determining the percentages used for the indirects; the school budget was not included. That process increases the cost to the ratepayers. An audit or a new methodology is needed, the one being used is not correct. Something has to be done to correct the issue. Bob stated that the method works but the base is incorrect and something will have to be done. Dave indicated that the new By-Law and Article #15 amended will help moving this issue along.

In conclusion: Bob Shaughnessy voted in favor of the Indirects for FY2022 with the caveat that it still needs work. John Cusick voted no, he is not in favor of the Indirects for FY2022 for the reasons he has previously stated. Dave Carriere voted in favor but he will be concentrating on the (2) articles for Town Meeting and will continue to work with the Town Treasurer and Town Administrator on the issue.

To clarify: Board of Public Works members voted 2-1 in favor of accepting the FY2022 Indirect Charges.

vii. Authorize Use of DPW Vehicles / Touch-a-Truck Event at Fairgrounds/September

Dave Carriere received a request from Susan Sloane. She indicated that last year she had made arrangements through him to have DPW vehicles for the Touch-a-Truck for kids at the RibCookoff at

the Fairgrounds for their annual September event. Due to Covid they had to cancel all connected activities to the event and just had rib pick up. The event this year is scheduled for Saturday, September 11, 2021 from 12-5 p.m. at the Fairgrounds. She is asking if the DPW would be able to participate in their Touch-a-Truck at the Ribcookoff in 2021.

Roll Call Vote to allow the DPW to participate:

John Cusick yes Robert Shaughnessy yes Dave Carriere yes

Unanimous

viii. Contract 2021-07 Change Order/Painting Telegraph Hill & Forest St. Water Distribution Tanks

Re: Change Order No. 1 and 2 Contract 2021-07 Cleaning and Painting Telegraph Hill and Forest Street Water Storage Tanks and Appurtenant Work-paint Interior of Forest Street tank and add mixing system.

Rod presented the Project Status: the exterior of the Telegraph Hill has been cleaned and partially primed. Exterior coating will be applied in the spring when the weather is suitable. The interior walls and tank bottom have been sandblasted and primed. The roof interior is partially blasted and primed. The interior final coating is expected to be complete by the end of January. Pending approval of the proposed change order the crew will go to Forest Street tank and proceed to sandblast and paint the interior. That work will be completed in March. The Forest Street interior paint system is 18 years old and was last inspected in 2018. At that time, the tank was reported as in need of repainting within a few years. The interior shell and sidewalls were reported in poor condition but the roof was in good condition. There were areas of heavy rusting. Since the tank will require dewatering to paint the exterior, it makes sense to repaint the interior at this time. The price is within our budget and reasonable. The Forest Street tank has no mixing system to reduce dead spots in the tank. It is recommended that a mixing system be provided.

Staff recommends change order No. 1 Interior painting of Forest Street Tank.

MOTION: Dave Carriere motioned to authorize **Change Order No.1** to Contract 2021-07 with Trumble Construction Inc. Texarkana, TX to clean and paint the interior of the Forest Street Tank as specified for an amount of \$437,500 and to extend the contract completion date to June 30, 2021 and authorize the Chairman or designee to sign the change order when the documents are prepared.

Also **motioned** to authorize **Change Order No. 2** to Contract 2021-07 with Trumble Construction Inc., Texarkana, TX to provide and install tank mixing system as specified for an amount of \$28,000, and the Chairman or designee is authorized to sign the change order when the documents are prepared.

Seconded: Dave Carriere All in favor.

Roll Call Vote: John Cusick yes Robert Shaughnessy yes Dave Carriere yes

Unanimous

viii. Contract 2021-09/Wastewater Effluent Launder Covers

Rod presented details of the contract. Scope of Work; the project consists of the DPW requesting written responses to furnish, and delivery of two launder cover systems, sized to properly fit the 55 ft. diameter clarifiers, at the Marshfield Wastewater Treatment Facility. The purpose of the launder covers is to block sunlight, thereby inhibiting the growth of algae, which adversely impacts the UV disinfection system. The intent of the bid was to procure, for the Town, the appropriate supplier who will supply the materials specified. Staff recommends the award of Contract No. 2021-09 to the MAHER Corporation of Rockland, MA, the low bidder.

MOTION: Rod Procaccino motioned that the lowest qualified bidder, The MAHER Corporation, of Rockland, MA be awarded Contract No. 2021-09 in the sum of estimated amount of \$57,390 based on the specifications and authorize the Chairman of the Board of Public Works, or designee to execute the contract.

Seconded: Dave Carriere All in favor.

Roll Call Vote: Robert Shaughnessy yes John Cusick yes Dave Carriere yes

Unanimous

II. Discussion:

i. IT Position/Dedicated to DPW Enterprise Divisions

Dave opened the discussion and suggested that it may be advantageous to hire a part-time IT person to assist with the DPW technical services. The hire must be familiar with the SCADA system. Maybe hire a contract person. This may be for future discussion going forward. Board members were receptive to the idea.

ii. Earth Removal/985 Plain Street

Dave opened the discussion. He indicated that the BOS conducted a Hearing at their last meeting on this issue. Town Engineer had a thorough review and basically, our principal worry we have, as Water Commissioners, is in regards to the depth of ground water, which in this case is substantial. The material being taken off-site is roughly 2800 cubic yards. Interestingly though, he asked follow-up questions, one being about the traffic study which was done in July; we purchased the property in June, for whatever reason, the DPW was not on the abutters list, The proposed traffic light was determined long before the DPW facility was considered.

III. Superintendent's Report:

Shawn indicated he has a consultant working on engineering and planning for Mayflower and Surf Ave. flooding issues

Shawn stated this is his last report and said it has been a great 7 years working with Staff

Dave proposed extending use of Transfer Station Stickers of 2020 to the end of January 2021.

John indicated it would be up for discussion. After some discussion the consensus of the Board will be to extend the use of 2020 Transfer Stations stickers until the end of January 2021 with the understanding that Staff with Mr. Reynolds and the Vice Chair will have a discussion and report back at the next meeting on Transfer Station updates.

Next Meeting will be on January 25, 2021.

At this time John Cusick **motioned** to adjourn.

Seconded: by Dave Carriere

Roll Call Vote: Dave Carriere yes Robert Shaughnessy yes John Cusick yes

Unanimous

The open meeting of the Board of Public Works for January 11, 2021 adjourned at 7:15 p.m.

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