

**Board of Public Works
Meeting Minutes**

Date: March 22, 2021

Time: 6:00 p.m.

Place: New DPW Building Conference Room
965 Plain Street Zoom Meeting

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

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

The meeting convened at 6:01 p.m.

John Cusick **motioned** to open the meeting and reviewed the agenda which included action items, items for discussion and Superintendent's report including the changes.

Agenda discussion item #iii. (*Water main design for Surf Ave.*) was changed to action item #iv. And action #iv. (*Water system mapping*) will be changed to a discussion item.

Seconded by Dave Carriere

Roll Call Vote: John Cusick yes Dave Carriere yes Robert Shaughnessy *not present yet*

I. Action Items:

i. Approval of Open Meeting Minutes for 2/16/21

John made reference to the Enterprise Fund Manual regarding the Information Technology (IT): there is no percent on IT. It is located under; determine the cost of these items, (which is listed in the document). He referenced how in the past, the DPW was overcharged in IT for their infrastructure. We never finalized that issue.

Dave referenced an initial discussion he had with the Town Administrator, IT Supervisor Jon Nash, Patrick Dello Russo, and Dan on the 28th of December. Discussion was a brief conversation on whether the new IT hire would be hired as a Contract or as a part-time employee. Dave continued to say, we have morphed from there to where we are today. He believes we should be tracking the hours of the new IT hire and if it's found that they are spending the majority of their time with the DPW then it will be time to go back to the Board of Selectmen to indicate they should be on the DPW payroll and not someone else's.

At this time John made comment on the open meetings. He wants them to be orderly and to follow meeting protocol.

MOTION: Dave Carriere motioned to accept minutes of February 16, 2021 as written.

Seconded: John Cusick

Roll Call Vote: John Cusick yes Dave Carriere yes Robert Shaughnessy *not present yet*

ii. Abatement /Bill #4378 Update

Dan Bowen stated that after the last meeting he sent them a letter indicating that their request for an abatement had been denied but they have an opportunity to come before the Board. He has not heard from them since.

iii. Road Acceptance Policy

Tom stated that we have added to the agenda as previously there were questions in regard to the policy. In his conversation with Town Counsel and with Mass DOT, John Sullivan, they indicated that this policy is what the majority of communities use. Mass DOT indicated that they would recognize this policy.

Rod stated that much of the burden here is placed on the attorneys to do much of the work up front for clients who are requesting new roads for acceptance. We have new roads for acceptance, not the ones we were trying to catch up on from 2000. We are going back one by one on those as we collect them. Those roads will require Town Counsel or his Title Examiners to do much front end work. He is not sure if we will receive that data in a timely fashion. That could be an issue on the roads that we are trying to catch up on. This policy puts the onus on the new developments and their associations or the developers to do all legal work up front and give them to the DPW in completed fashion in order for Town Counsel to review.

Dave indicated that he zoomed in on the Board of Selectmen's meeting when this Road Policy was being discussed. They were pleased the DPW was going forward. It may help with Town Councils action on the issue.

Tom along with Dave, stated that once the policy is accepted then letters can then be sent to the Associations; developers etc. with the information.

MOTION: John Cusick motioned that we accept the Road Acceptance Policy as written.

Seconded: Dave Carriere

Roll Call Vote: John Cusick **yes** Dave Carriere **yes** Robert Shaughnessy *not present yet*

iv. Water Main Design for Surf Avenue Contract 2021-13

Rod presented information regarding the projects. Plain Street Water Main Replacement: there is a 500 lf section of 6 inch cast iron water main that requires replacement between Preachers path and Old Plain Street. There have been several leaks requiring emergency repair on this pipe within the State controlled section of Rte. 139 Plain Street.

Surf Ave. Water Main Replacement: there is an existing 8 inch AC Water main, 1800 lf in length from Ocean Street to Rexhame Road with a significant number of valves that are starting to fail. This main should be replaced with a 12 inch water main to improve circulation. Phase II of this project would consist of connecting this water main to a new 12 inch water main in Circuit Ave. West which would eventually tie into Standish Street and serve as a transmission main. There is a significant amount of peat and unstable soil in conditions showing up in borings taken prior to the sewer construction in the area. Borings will be required to properly locate and design the water main. Proposal: Environmental partners Group (EPG) has provided a proposal dated march 10, 2021, "revised proposal for Engineering Services-Surf Ave. Water Main Replacement", and includes Plain St. design and bid documents.

Staff recommends awarding contract to EPG. EPG has successfully prepared plans and bid documents for sewer repair and replacement for the Town and has experience in water main replacement design.

John Cusick suggested using left over funding from the Spring Street project that could be used for this project. John made reference to monies from a court case that was directed to the Water Division and said the Selectmen took the funds. Dave had recall regarding the possible issue as related to

contamination. The funding was divided between the Water Division and General Fund simply because a portion of the contaminations occurred prior to the formation of Enterprise.

Tom indicated that if needed he will look into the Spring Street monies for the project.

Bob Shaughnessy stated that he would like this project to move forward. As far as ancient history what are we chasing here? Are we chasing nickels on settlements that were done fifteen and/or thirty years ago? John stated this was for discussion in order to find funding. Bob stated that the issue is are we going to fund a needed project for a main that has been leaking and is deteriorating going across the South River. He does not want to hold the project up looking for nickels elsewhere. If there are court cases regarding funds that were misappropriated he has no recollection of them during his fifteen years on the Board.

MOTION: John Cusick motioned to award Contract 2021-13 Surf Ave. and Plain Street Water Main Design to Environmental Partners Group Inc. of Quincy, MA in the amount of \$94,800 and the Chairman or designee will sign the contract when the documents are prepared.

Seconded: Dave Carriere

Roll Call Vote: John Cusick yes Dave Carriere yes Robert Shaughnessy yes (*present at 6:22 p.m.*)
Unanimous

Discussion:

i. Marshfield Hills Sidewalk Update

Tom provided an update on the project for the realignment of the intersection and sidewalks on Old Main Street. He had discussion with resident on the corner of Old Main and Pleasant Street in regard to the removal of a tree and extending the limits of the project on Pleasant Street to go a little beyond the driveway apron of the abutter in order to alleviate some flooding. Also, there has been an upgrade to the intersection of Old Main and Prospect Street which will improve the line of site and provide a safer intersection. He (Tom) was going to have Environmental Partners speak to the Board at the next meeting to bring a quick presentation on the project and then it will be prepared to go to bid at that point. The residents have been involved and we have taken much input from them. There are ramps being installed to accommodate handicapped access as needed. Bob Shaughnessy stated that he is glad that we are doing the Marshfield Hills sidewalks and we also should be doing more and asked Tom for an update on Safe Routes. Tom is in the process of searching for grants available. There are individuals who will be attending the classes for the Complete Streets program.

Resident Joe Pecevich, asked about a survey crew on Winslow and Standish Streets last year. Tom confirmed they were doing some preliminary work on what would be required for a sidewalk in that area. The project is on hold due to funding associated with building the sidewalks, the narrowness of the roadway and the need for land takings.

ii. Cemetery Draft Rules & Regulations

Tom provided the Board members with a "draft" document for the Cemetery Rules & Regulations. He has submitted them to Town Counsel and has not heard back from him as of yet. He will add any comments Board members may have to the draft. Bob Shaughnessy indicated that the rates must be explained in the draft and will provide comments to Tom.

iii. Water System Mapping

Tom stated that they are working on a pilot program with a consultant to provide us with a proposal. The program would determine the mapping of the water mains, gate valves, hydrants, hydrant gate valves and the service boxes.

iv. Draft Letter from BPW to BOS & State Re: Enterprise Funds

John referenced the draft letter he provided to Board members. He referred MGL where Enterprise Funds may be used for enterprise related expenses. John contends that there is a misuse of funds and the enterprise funds are being shortchanged. If Town Counsel does not want to enforce MGL that are being violated, it is his duty to enforce them. We need to take action for overcharges. Bob Shaughnessy stated that there were many problems with items when we were developing the methodology, one of the issues did involve IT.

John will update the letter with input from Board members and Staff and send the letter out. Dave will provide input to the letter. Bob stated the letter needs work.

Superintendents Report:

Attorney Steven Guard was present, he represents developer VRT and provided an update on the Rockwood Road easements that are included in the warrant for Town Meeting. Article 9, STM. It is to establish a drainage system across the ball field and to take water from the ball field to an open area along the property line of the ball field in the Enterprise Park between that land and VRT's land. The easements identified will also provide pedestrian access from Rockwood Road to connect to the ballfields for that walking path as well over VRT's land. Mr. Guard provided a mapping of the areas involved. The objective is trying to help the ballfield drainage issues as well as VRT, who will benefit from a pipe that will go under the ballfield and aid in drainage and water usage. Tom stated that Steve Guard and Town Counsel have had conversation in regard to the plans. An effort will be made to make them easier for the public to understand. Tom will provide plans to Board members. Board members are alright with the project.

Mr. Guard indicated that he is involved in developing the site plan for the signalized intersection across Plain Street. He indicated that it is important that the BPW support the plan and if they could review them and provide any feedback.

Tom continued: Army Corp has a time restriction currently until 6:30 on the tide gates on Dyke Road. The consultant will petition the Corp to move the project up a month or so

The FEMA flood warning message boards are out-if there is flooding be prepared

Telegraph Hill water tank exterior painting has been completed. They will be moving to the Forest Street to do the interior in that tank

Damon's Point project will begin on Thursday

The submittals for the 965 site plans for the DPW facility have all been submitted by the consultant.

We are standing by ready to move on the project

Around Memorial Day the Swap Shop, Oil and Paint may be opened at the Transfer Station

Next Meeting: April 5, 2021.

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

Seconded: by Dave Carriere

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

Unanimous

The open meeting of the Board of Public Works for March 22, 2021 adjourned at 7:21 p.m.

Respectfully Submitted,

Ann Marie Sacchetti,

Board of Public Works Secretary