

Approved 3-13-17

**Board of Public Works
Meeting Minutes**

Date: January 23, 2017
Time: 7:15 p.m.
Place: Marshfield Town Hall
Hearing Room 3

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

Robert Shaughnessy	Chairman
John Cusick	Vice Chairman
John Vallier	Member
Thomas Reynolds	Superintendent
Shawn Patterson	Deputy Superintendent
Rod Procaccino	Town Engineer
Paul Tomkavage	Project Manager
Dan Bowen	Business Manager
Steve Joyce	Water Division
Mike Moran	CTG Foremen
Ann Marie Sacchetti	Board of Public Works Secretary

The meeting convened at 7:25 p.m.

Robert Shaughnessy **motioned** to open the meeting and reviewed the evening's agenda which consisted of 11 action items and 1 appointment. **Seconded** by John Vallier.

Appointment:

7:30 p.m. Venus II/Utility Usage

Stephen Drosopoulos, owner of the Venus II, was present to discuss the water usage from the location. He was asking the Board members for an abatement as he has received notice of high water usage. Since then he has worked with the DPW to try to determine the reason for the use being much higher than normal. Mr. Drosopoulos indicated that he had a plumber check for running water or leaks inside and outside of the building and did not discover any leaks.

Steve Joyce of the Water Division was present. He indicated that a new water meter was installed to determine if that was the problem. The flow showed to be on the low end. It is his recommendation not to grant an abatement. Going forward he will check the flow on a monthly basis.

Robert Shaughnessy recommended that the water usage be monitored for another full year and normalize the bill if necessary at that time based on reading results.

Tom Reynolds suggested installing a compound meter which would allow for a more accurate reading. Dan Bowen stated that Mr. Drosopoulos will be required to pay the existing bill. After the year review, based on the findings will determine if an abatement will be issued.

MOTION: Robert Shaughnessy motioned, in the case of the Venus II at 277 Ocean Street, Staff will replace the meter with a more modernized meter; to review the bill a year from today and normalize the bill if necessary e owner and review the readings after a year and normalize if needed.
Seconded: John Vallier All in favor.

Action:

1. Seawall Stairs Policy / License Agreement Approval

Tom Reynolds referred to the policy as proposed by the BPW. It has been approved by Town Counsel, and has been reviewed by the Building Inspector. At this time the policy has to be forwarded to the BOS for their approval. Tom explained that the reason for the policy is a result of residents installing stairs along the newly constructed seawalls affixing anchors into the new concrete structure. It has been a concern of the Board of Public Works.

MOTION: Robert Shaughnessy motioned to approve the draft to be sent to the Board of Selectmen.

Seconded: John Vallier All in favor.

2. Discussion Regarding Sewer Connection Deferrals

Tom Reynolds indicated that there are a number of active sewer deferrals that need to be addressed. The time frame given for the deferrals has gone well beyond its original intent. He would like to proceed with having them tied into the system as the areas involved are environmentally sensitive. He would like the BPW send a letter to the Board of Health regarding this issue.

Bob Shaughnessy stated that at the time of sewer 2000, some residents had just invested in new septic systems in order to meet the Title V requirement. It was thought at the time that it would not be fair to enforce the sewer hookup after just expending thousands of dollars on new septic systems. It has now been 13 years. Unless there is a major hardship he agrees that the hookups should take place.

3. Snow & Ice Update

Tome Reynolds addressed the issue. Present tonight were several employees of the DPW. He praised the workers for their dependability; always responding to the needs of the Town. They are all hard workers and do their best keeping the streets of Marshfield clear and safe for all who travel them. They are the best employees.

There have been seven snow events to date. An amount of \$225,146.78 has been spent. There have been vehicle break downs. These particular vehicles have had capital planning approval only to have the purchase orders delayed. It has been disheartening to see other departments in the Town receive their equipment in a timely manner. We put the men and women of the DPW in harm's way when they are required to use equipment that is deemed unsafe. Staff till manage to provide excellent service to the Town in keeping roads clear and safe. Surrounding Towns do not compare to the quality that is done in Marshfield. In the past 2 years our budgets have been cut. He expressed his frustration regarding expenditures from the snow and ice budget. He is asking the Board of Public Works to send a letter to the Board of Selectmen asking them if they could assist in identifying any problems between the DPW and the finance department. If there are any he would like them addressed; if wrong doing exists, any responsible parties should be held accountable.

He said it is a sad affair when the department has to submit a "freedom of information request" in order to balance your budget and obtain your collection rates. Until people realize the situation these issues will continue.

Bob Shaughnessy also, stated that the DPW has been under fire. It is possible the Charter Review is a coincidence. It is good to have an elected Board of Public Works as opposed to being appointed. It provides balance. He would like to move forward and he believes the Selectmen are addressing the problem. John Vallier has also addressed the issue with the Selectmen.

4. Discussion / Vote ATM Articles for Spring Town Meeting

Tom Reynolds presented the articles as follows: (1) Annual acceptance of Chapter 90 funds (2) Annual funding for repairs and grading of private ways open to the public (3) Annual grave buy-back (4) Shoreline protection-Army Corp. (5) Solid Waste budget (6) Wastewater budget (7) Water budget (8) Brant Rock Seawall

5. Approval of Application & Fee Changes to Field Permits

Tom Reynolds addressed the issue. The Board of Public Works is the authority that approves any increase of fees in field usage and any changes to the application is the responsibility of the Board of Public Works. The new permit is easier to understand. With increases, we are still lower in fees in comparison to surrounding towns.

MOTION: Robert Shaughnessy motioned to adopt the new field permit application.
Seconded: John Vallier All in favor.

6. Abatements

MOTION: Robert Shaughnessy motioned to approve abatement packet 1075.
Seconded: John Vallier All in favor.

MOTION: Robert Shaughnessy motioned to approve abatement packet 1078.
Seconded: John Vallier All in favor.

MOTION: Robert Shaughnessy motioned to approve abatement packet 1074.
Seconded: John Vallier All in favor.

7. Minutes

MOTION: John Cusick motioned to accept open meeting minutes of October 24, 2016.
Seconded: John Vallier *Robert Shaughnessy abstained; he was not present.*

MOTION: Robert Shaughnessy motioned to accept open meeting minutes of November 7, 2016.
Seconded: John Vallier All in favor.

8. Advisory Board Updates None

9. Tabled Items None

10. Old Business

(a) Highway Updates: Brant Rock / Marshfield Hills Sidewalks / Winslow Street

Tom Reynolds indicated that funding has not been released; we are still moving forward on the design for Brant Rock. He will be contacting abutters that will be affected regarding driveways.

Marshfield Hills Sidewalks have finished that design and some additional parking issues to address Winslow Street; CPC voted not to fund that study; too large a study

(b) Cemetery Status & Expansion; discussion of available graves and opportunities for expansion; Tom-we will develop a plan for Winslow. Mike Moran, Foreman of CTG was present to help with possible solutions etc.; has problems with dogs at cemeteries; signage has been placed but then removed. Mike would like a cemetery architect © Capital Budget Planning-Tom indicated budget has been submitted (d) Enterprise Funds-Tom stated there have been no meetings yet with capital planning. Tom submitted a memo to the Board dated 1/23/17. The purpose of the memo is to advise and seek the Board of Public Works approval on Enterprise Methodology Implementation process and figures with Town Administrator; Town Treasurer/Collector and DPW Staff: discussion and recommendation on the Annual Town Meeting of 4/2016 authorization to hire an independent Forensic Auditor to look back five (5) fiscal years. The BPW meeting of 12/12/16 approved the Enterprise methodology that was negotiated between the Chairman of the BOS and the Chair of the BPW. The process has been open but negotiable. At this time, the DPW Staff recommends that the BPW approve the numbers that are being presented. By this action the Annual Budget can move forward. Regarding the 2016 Spring Town Meeting authorization to hire an independent Forensic Auditor the DPW Staff has received two opinions. The Treasurer Collector's opinion; could have probable negative impacts on the Towns Bond Rating. Town Counsel's opinion; has flaws with procurement, implementation and management of an audit.

Tom is requesting the BPW not to move forward with the independent Forensic Audit at this time.

John Vallier agrees with Tom and is in favor of cooperation and to move forward at this time.

MOTION: Robert Shaughnessy motioned that the Board of Public Works after reviewing the numbers presented by DPW Staff accept the negotiate numbers worked out between DPW Staff, Town Administrator and Town Treasurer/Collector to move forward with the FY18 Budget Process.

Seconded: John Vallier John Cusick voted "no"

MOTION: Robert Shaughnessy motioned that the Board of Public Works after reviewing the opinions of Town Treasurer/Collector and Town Counsel, and the reasons stated by the DPW Superintendent, places the Annual Town Meeting of 4/2016 authorization to hire an independent Forensic Auditor to look back five (5) fiscal years on hold for the current budget year.

Seconded: John Vallier John Cusick voted "no"

4. Vote ATM Articles for Spring Town Meeting

MOTION: Robert Shaughnessy motioned to accept articles 1-8 be presented to the Selectmen the wording not the actual numbers and figures as written presented by the Superintendent for the Annual Town Meeting.

Seconded: John Vallier All in favor

MODIFIED MOTION: Robert Shaughnessy modified the motion to accept articles 1,2,3,4 and 8.

Seconded: John Vallier All in favor.

MOTION: Robert Shaughnessy motioned to accept articles wording not necessarily the numbers conceptually.

Seconded: John Vallier John Cusick voted "no"

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| 11. | <u>New Business</u> | None |
| 12. | <u>Executive Session</u> | None |

At this time the open meeting of the Board of Public Works for January 23, 2017 adjourned at 9:49 p.m.

Respectfully Submitted,

Ann Marie Sacchetti,
Board of Public Works Secretary