

Approved 5/22/17

**Board of Public Works  
Meeting Minutes**

**Date:** May 8, 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:**

John Vallier	Chairman
Stephen Robbins	Vice Chairman
John Cusick	Member
Thomas Reynolds	Superintendent
Shawn Patterson	Deputy Superintendent-not present
Dan Bowen	Business Manager
Rod Procaccino	Town Engineer-not present
Paul Tomkavage	Project Engineer
Patrick Della Russo	Town Treasurer
Keith Polanski	Chair of Advisory Board
Karen O'Donnell	Chair of Open Space Committee
Several Residents	Shepard Ave. Neighborhood
Ann Marie Sacchetti	Board of Public Works Secretary

The meeting convened at 7:26 p.m.

John Cusick **motioned** to open the meeting and reviewed the evening's agenda which consisted of 2 appointments and 11 action items, no Executive Session **Seconded** by John Vallier.

**Action:**

**1.     After Town Elections: Annual Re-Organization of BPW**

Following a Town election for a seat on the Board of Public Works, it is customary to reorganize positions at the next Board Meeting. Town elections took place on Saturday, April 29, 2017. Stephen Robbins was elected to serve for the three year term on the Board of Public Works. This will be his first term sitting on the Board.

**MOTION:** John Cusick motioned to elect the Chairman for the Board of Public Works.  
**Seconded:** John Vallier All in favor.

**MOTION:** Stephen Robbins motioned to elect John Vallier as the Chairman of the Board.  
**Seconded:** John Vallier *John Cusick voted "no"*

**MOTION:** John Vallier motion to elect Steve Robbins as the Vice Chairman for the Board of Public Works.  
**Seconded:** Stephen Robbins *John Cusick voted "no"*

Town resident, Joseph McDonald had comment regarding the BPW voting of positions and disagreed with the process. Also, Town resident, Pam Keith had comment regarding the BPW voting of positions on the Board and disagreed with the process taken place tonight.

2. Drinking Water Supply Protection Grant for Furnace Street

Karen O'Donnell was present in order to obtain the Board of Public Works members signatures on the Project Agreement for the recently awarded Drinking Water Supply Protection Grant for 352 Furnace Street., which was voted at Town Meeting.

4. Amory Engineers/Spring Street  
Contract 2015-19 Amendment #1/Engineering Services Spring Street Water main Design

Tom Reynolds explained details of the amendment which is to include engineering services to conduct bid review and recommendation, shop drawing submittal review, prepare pay estimates during construction, conduct periodic inspection and monitor work of resident inspector. Staff recommends authorizing amendment no. 1 to contract 2015-19 in the amount of \$24,500 with Amory Engineers who has performed satisfactory work on a number of Town water main construction projects.

**MOTION:** John Vallier motioned to authorize Amendment No. 1 to Contract 2015-19 Engineering Services Spring Street Water Main with Amory Engineering, PC Duxbury, MA to add construction services and record drawing preparation in the amount of \$24,500 and authorize the Chairman to sign the amendment when the documents are prepared.

**Seconded:** John Cusick

All in favor.

**Appointment:**

7:30 p.m. Town Treasurer/Patrick Dello Russo/ Billing Issue Update

Mr. Dello Russo stated that he was pleased to attend this meeting and that he has a great working relationship with Superintendent Reynolds. Recently the Board of Public Works established a policy to deal with delinquent customers. The collection rate was only at 40 percent. The DPW has sent four letters to delinquent customers; as a result there has been an increase in collection to about 80 percent. The Treasurer indicated that there is still an \$800K shortfall in the Water, \$495K in sewer and \$800K shortfall in trash as of today. He stated that it is still within reason that we are going to hit all our budgetary goals for fiscal year 17. Working with Superintendent Reynolds, we are going to make some tough decisions about having water and service shut-offs. We cannot continue offsetting the folks that do not pay with the folks that do pay; that would be his recommendation to the Board, respectively. He said about 30 people have come to him to work out payment plans. He has an "open door" policy and welcomes people to come in and discuss a plan. About 500 people have overdue bills and have not responded to the mailings. He stated the process has to be implemented or there will be problems.

Tom Reynolds stated that if we do not get a response from the (4) letters that have been sent the delinquent customer, the last resort would be to shut off services.

Town Treasurer stated that the funds have to come in. Tom Reynolds reiterated that the working relationship has been very good since Patrick has come. The reports and his recommendations allow for a more trackable process.

Ms. Martynowski was present to discuss the installation of stair to the beach at the location of Shepard Ave. Several residents we in attendance to express their request to have the stairs re-installed.

Tom Reynolds explained that there is a liability concern; the stairs go nowhere other than on rocks. When storms come, the rocks are disrupted and they have to be repositioned. This is a dangerous procedure and it is dangerous to install the stairs. To hire a company who has the equipment to perform the tasks would be costly.

Shawn Patterson, Deputy Superintendent has stated that the process is not safe. And the stairs do not go to a sandy beach; they drop off and end on the revetment, boulders that are wet and slippery from the tides going in and out. He will not jeopardize the safety of personnel for a set of stairs to nowhere, too dangerous. Jim Kent and Steve Barber both of employees of the DPW were present to acknowledge they have witnessed the danger first hand.

Tom Reynolds explained that it is the cost that prevents us from rebuilding the revetment and as far as our Engineering Department is, they are best around; they design the revetment and do the best they can with the resources given.

Steve Barber of the DPW Union stated that OSHA would shut that activity down automatically from the start and he would have no problem going to the Department of Public Safety, he would not have his Staff's safety be jeopardized.

Residents continue to express their frustration and not accepting the reason for the stairs not being installed.

Town resident, Joe Peceovich stated that FEMA has offered grant money to rebuild that revetment but the Town will not come up with the 25% to match the 75% they are willing to offer. It is not being prioritized, and it should be. He told audience members to attend Town Meeting to voice and vote.

Chairman, John Vallier said that he would meet with the Town Engineer and view the location. He will leave the discussion open.

**MOTION:** Stephen Robbins motioned to table the issue at this time.

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

**Action:**

### 3. Budget Discussion

Dan Bowen was present; he provided Board members with budget sheets and reviewed in detail. He runs the budget on a weekly basis. He stated that we are 44 weeks in this fiscal year and are at 84%. He meets with Staff weekly for budget review. His main concern is the maintenance budget. He said although it is in our budget, we are responsible for the maintenance of the Fire Dept. which is 63% of our budget; 13% police and about 25% for DPW. Currently that budget is beyond its original budget allowance. Dan continued to review each budget as shown on each spread sheet.

Steve Hocking was present to hear the budget overview as during his tenure as a Commissioner, the budget was a dominant issue and was interested on where the current Board is going with budget issues.

5. Foster Ave. Engineering Oversight

Tom Reynolds presented the description of Amendment #6 for Contract 2015-05 which is to provide 25 weeks, 40 hours per week on-site inspection, technical advice, submittal review, final inspection, as butyl drawings, attend meetings in accordance with Task 17 Construction Support Services law GZA proposal dated 11/23/16. Staff recommends approval of amendment no. 6 to contract 2015-05 for Construction Services with GZA GeoEnvironmental Inc. of Hingham, MA.

**MOTION:** John Vallier motioned to authorize amendment no. 6 to contract 2015-05 Engineering Services Foster Ave. Seawall Repair for construction services with GZA GeoEnvironmental Inc., Hingham, MA for an amount not to exceed \$193,000 and the chairman or designee will sign the contract documents when prepared.

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

6. Abatements

**MOTION:** John Cusick motioned to approve abatement packet #1147.

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

7. Minutes

**MOTION:** John Vallier motioned to accept open meeting minutes of April 24, 2017.

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

8. Advisory Board Updates None

9. Tabled Items None

10. Old Business

a) Marshfield Transfer Station Scale Replacement Update

Paul Tomkavage was present to address this update. He advised our engineer to include a temporary scale as a bid alternate. He indicated that the job has been advertised for bids which are due June 8.

b) Wastewater UV & Secondary Clarifier Upgrade Project Update

Paul gave the update on the bidding which will be on Thursday, May 11, 2017 and will hopefully have by next meeting.

11. New Business

Tom Reynolds gave an update on fields. People want the fields done yesterday. Weather has been an issue but the rain has been helpful regarding the fertilization that has been put on the fields. It is difficult on keeping up with routine maintenance as we are short staffed.

The weather wreaks havoc with us but it also wreaks havoc with the Recreation Department when trying to schedule events. He stated that the new Recreation Director is doing wonders and is helping quite a bit; the line of communication is much improved. Tom state that he is getting the scheduling and the changes in a timely manner which allows us to address them.

At this time the open meeting of the Board of Public Works for May 8, 2017 adjourned at 8:39 p.m.

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