

Approved 9/24/18

**Board of Public Works
Meeting Minutes**

**Date: September 10, 2018
Time: 6:30 p.m.
Place: Marshfield Town Hall
Hearing Room 3**

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

John Vallier	Chairman
John Cusick	Vice Chairman
Stephen Hocking	Member
Thomas Reynolds	Superintendent
Shawn Patterson	Deputy Superintendent
Rod Procaccino	Town Engineer
Paul Tomkavage	Project Engineer
Dan Bowen	Business Manager
Rick Hajjah	Springbrook Northeast Leader
Ann Marie Sacchetti	Board of Public Works Secretary

The meeting convened at 6:30 p.m.

John Vallier **motioned** to open the meeting and reviewed the evening's agenda which included an appointment, minutes, abatements, three action items, items for discussion, and Superintendent's Report.

Seconded by Stephen Hocking, all in favor.

I. Minutes of Prior Meetings

- i. Approval of Draft Meeting Minutes for August 13, 2018 & August 20, 2018.
August 27th to be passed over.

MOTION: John Vallier motioned to approve meeting minutes of August 13, 2018.

Seconded: Stephen Hocking All in favor.

MOTION: John Vallier motioned to approve meeting minutes of August 20, 2018.

Seconded: Stephen Hocking All in favor.

II. Abatements

- i. Abatement Packet #1394

MOTION: Stephen motioned to approve abatement packet #1394.

Seconded: John Vallier All in favor.

III. Items for Action

i. D&C: UV Contract Change Order / Sewer Point Repairs

Paul Tomkavage was present to explain details of the change order. Scope of work; to make 4-Point repairs and replace asbestos-cement (AC) sewer pipe on Porter and Charlotte Streets. The sewers are too deep to be repaired in-house. Proper handling, manifesting and disposal of the AC material are included. Staff recommends approval of this work. It will be done in accordance with DEP requirements and will remedy known problems.

MOTION: John Vallier motioned to approve this Change Order, for 4-Point repair of sewers on Porter St. and Charlotte St., to Contract No. 2017-21 with D&C Construction Company, Inc., in an amount not to exceed \$34,687.00 without prior approval, and to authorize the Chairman or designated member to execute the contract documents when they have been prepared.

Seconded: John Cusick All in favor.

ii. Change Order #1/ Chapel Cemetery Fence Restoration

Rod Procaccino was present to explain details of the change order. Project Status; the fence has been repaired and reinstalled, and site loam and seed remains incomplete. The punch list is being generated to close the project out. The contractor, Colonial Stone, was order to repair 5 additional granite posts during reconstruction that were found with breaks below grade. The contractor was directed to expand grading beyond what was specified to improve transition to existing site grades.

Changer order no. 1; repair 5 additional granite posts with epoxy and carbon fiber pins at \$200 per post. Conduct additional grading by spreading approximately 50 CY of gravel fill and loam beyond the limit of work specified, including labor and equipment rental; 2 laborers and equipment for one day. Removal, restoration and replacement of 14 stone monuments and markers. Staff recommends approval. This wok directed by DPW Staff and approved by CPC to expedite the completion of the project.

MOTION: Stephen Hocking motioned to authorize change order no. 1 to contract 2018-10 Chapel Cemetery Fence Restoration with Colonial Stone, of Plymouth, MA in the amount of \$9,241.08 and to authorize the Chairman or designee to sign the change order when the documents are prepared.

Seconded: John Cusick All in favor.

iii. Change Order No. 4 / Brant Rock Seawall Repair Project / Repair Barricades at Old Beach Rd. & Bay Ave. U add Sand to Restore Beach at Brant Rock

Rod Procaccino was present to explain details of the change order. Status of Project; the Brant Rock Seawall Reconstruction Project is substantially complete. The steel stairs, backshore grading, and minor revetment restoration work remain. The Town directed Northern Construction to repair storm damaged beach access barricades for Old Beach Road and Bay Ave. the steel support brackets were damaged at Old Beach Rd. and in need of weld repair. The bottom two timbers of the lower section of the Bay Street barricade were cracked at mid span and require replacement. Change Order no. 3; Repair the Bay Ave. barricades replace two 8 x 10 yellow pine timbers and add W 10x33 beam to reinforce. Reinstall and reconfigure panel straps similar to North Street barricade. Repair Old Beach Rd. beach access barricade by replacing 4 inch. Dia. Sch 40 pipe support brackets and reinforce welded connection to W 8x24 horizontal member. Staff recommends authorization of the repair work as specified. The Town instructed the contractor to make repair immediately given the short notice and the immediate need for fall installation.

MOTION: John Vallier motioned to authorize change order no. 4 to contract 2018-12 Brant Seawall Reconstruction, to repair beach access barricades for Old Beach Rd. and Bay Ave. for the

amount of \$9,516.18 and authorize the Chairman or designee to sign the change order when the documents are prepared.

Seconded: John Cusick

All in favor.

IV. Items for Discussion

i. STM Article / Utility Billing

John Vallier indicated that this article is being withdrawn by the Board of Selectmen.

MOTION: John Vallier motioned that he would like to table the article and for request for proposal until there is more information regarding a new software replacement product for comprehensive metering.

Seconded: John Cusick

All in favor.

V. Superintendent's Report/Update

Shawn Patterson provided the update while Tom Reynolds was at a Capital Budget meeting.

Rod-wrapping up on seawall

Elm and High Streets have been milled and leveled; final pavement to be done by 9/23/18

All crosswalks are done

Once paving is complete, the yellow lines will be painted

Rod-wrapping up on the cemetery: tree trimming done

Paul-Clarifier and UV Upgrade project in final stages-wrapping up

MS4 stormwater permit in process-keep pollution out of the stormwater system

Shawn-we have the new dump truck-(highway truck)

Tom and Shawn will be going to Conservation on Ocean Bluff issue

Appointment: Rick Hajjah / Springbrook / New Software

Mr. Hajjah was present to answer questions regarding changes in SoftRight. The change being that their financial products will become part of a new organization with Springbrook, more specifically, Springbrook Northeast with claims of 100% of efforts serving customers. Some questions were regarding the integration process; from old system to new. He first addressed the issue of "support" and assured that there is improved user support which was lacking in the past. They are still in the developmental stage for upgrading their software product. He indicated that they are not involved in the metering aspect.

Tom Reynolds stated that it has been very difficult trying to contact SoftRight for help in training staff and any system issues. Since the company was and is short on staff the concern remains that the same situation will exist with the transition to Springbrook Northeast. Mr. Hajjah indicated that they are investing into increasing their staff. Tom stated the lack of support still exists. We are still not getting the training and system support with the existing company we are currently using. Management of your company has changed but it's still the same company.

John Vallier asked Mr. Hajjah if he could provide written documentation providing details of the new company contract. Tom stated that he can contact Dan Bowen, Business Manager as a source for information that he may require.

With that request the appointment came to a close.

ii. Indirect Policy Update

Tom Reynolds indicated staff has been working on the indirects for about two months and have come up with some changes. Tom provided Board members with a spread sheet documenting the Indirect Costs Allocations. He reviewed the spread sheet and provided explanations on updates and changes along with Dan Bowen.

John Cusick indicated that he wanted to be present during budget discussions. Tom Reynolds stated that the Board agreed that if a Board of Selectmen member was present during the discussions then a Board of Public Works member could be present; but there has not been a BOS present for the meetings. Stephen Hocking stated that he is comfortable with the staff meeting. They are the paid professionals; let them have their meetings. Staff just told us of a reduction of \$130K. They have done a good job. Let the paid professionals do their work and if there is a problem with the report they present, then we can go back and meet. He agrees with some of John's assessment regarding charges but let the paid professionals do their work and if there is a concern it can be brought to the meeting. John Cusick did not agree and insists on being present for the budget discussions.

John Cusick stated that he represents the rate payers; Steve Hocking stated he represents the rate payers as well.

VI. Next Regular Meeting

i. September 24, 2018

VII. Adjournment

At this time John Vallier **motioned** to adjourn the open meeting of the Board of Public Works for September 10, 2018 at 7:40 p.m. **Seconded** by Stephen Hocking

Respectfully Submitted,

Ann Marie Sacchetti,
Board of Public Works Secretary