

**IN-PERSON MEETING OF THE DPW BUILDING COMMITTEE**  
**at the DPW Conference Room**  
**965 Plain St. Marshfield, MA 02050**  
**Bi-Weekly 11:30 AM Meeting, from March 2<sup>nd</sup> , 2022 Onward**

**AGENDA FOR IN-PERSON MEETING**

1. Call to Order
2. Safety Review:
  - a. Any First Aid Cases since last meeting
  - b. Any OSHA Reportable Injuries since last meeting
  - c. Any close calls occurred since last meeting
  - d. Any other safety issues to be discussed
3. PMA presents current Monthly Report, if available, or review bulleted items below items:
  - Recent Construction review
  - Upcoming (2) week major construction activity
  - Critical path schedule issues and item discussion
4. Proposed Change Order (PCO) Discussions
5. Formal Change Order Review and Approval
6. Items not reasonably anticipated (48) hours in advance which cannot be delayed until the next following meeting.
7. Next Meeting date confirmation
8. Call Meeting to Adjourn & End of meeting

**QUORUM IS REACHED WITH (6) COMMITTEE MEMBERS PRESENT**

**NOTES TO REMOTE MEETINGS**

1. All or any of the members of the public body may choose to participate in a public meeting via remote access. Meetings may be virtual, in their entirety.
2. The public will not be allowed into a Board/Committee meeting, even where there are any members of the public body and/or town staff or official(s) physically present at the meeting location during the meeting. "Public comment" portions of meetings will be temporarily suspended.
3. However, the public will be provided with alternative access through which they can watch or listen to meetings "in real time," and meeting notices will specify the manner in which members of the public may access audio or video of the meeting as it is occurring.
4. If, despite our best efforts, our technological capabilities do not adequately support public access to virtual or remote meetings, the town will ensure that an audio or video recording, transcript, or other comprehensive record of the proceedings at the meeting is posted on the town's website as soon as possible after the meeting.

5. Notices for public hearings will contain additional information about how the public may participate via electronic/technological means.

6. For executive session meetings, public access to the meeting will be limited to the open session portion(s) of the meeting only. Public access to any audio, video, internet or web-based broadcast of the meeting will be discontinued when the public body enters executive session.

7. Where individuals have a right, or are required, to attend a public meeting or hearing, including executive session meetings, they will be provided with information about how to participate in the meeting/hearing remotely.

8. Meeting notices will still be posted at least 48 hours in advance (not counting Saturdays, Sundays, or legal holidays), unless it is an emergency meeting as defined under the Open Meeting Law (in which event, the meeting notice will be posted with as much advanced notice as is possible in the circumstances). Minutes will still be taken.

**TOWN OF MARSHFIELD  
DEPARTMENT OF PUBLIC WORKS BUILDING COMMITTEE**

February 2020 - February 2023

Tom Reynolds, DPW Superintendent

David Carriere, Public Works Board Member

Jim Kent, DPW

Jim Jackson, DPW

Paul Frenchko, DPW

Bob Shanley, DPW

Michael A. Maresco, Town Administrator

Fred Russell, Facility Director

Tony Bullock, Asst. Facility Manager

Danielle Kerrigan, Director Human Resources

John Viola, Capital Project Building Committee