

Approved 4/14/14

**Board of Public Works
Meeting Minutes**

**Date: March 10, 2014
Time: 7:15 p.m.
Place: Marshfield Town Hall
DPW Conference Room**

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

Robert Shaughnessy	Chairman
Michael Valenti Jr.	Vice Chairman
Stephen Hocking	Member
Thomas Reynolds	Superintendent – not present
Rod Procaccino	Town Engineer
Paul Tomkavage	Project Engineer
Dan Bowen	Business Manager
Brad White	Resident
Ann Marie Sacchetti	Board of Public Works Secretary

The meeting convened at 7:23 p.m.

Robert Shaughnessy **motioned** to open the meeting and reviewed the evening's agenda which consisted of 1 appointment and 7 action items Michael Valenti Jr. **seconded**.

Appointment:

7:30 p.m. Brad White/Citizens Petition Article

Mr. White of Old Main Street, Marshfield, along with several residents of the Marshfield Hills area were present to discuss the condition of certain sidewalks in Marshfield Hills, specifically, both sides of Old Main Street on the SE side from the North Community Church heading north to the post office and on the NW side of Old Main Street from Highland Street to Prospect Street to the Brooks singer playground at the fire station on Old Main Street. They contend that 50 years of non-maintenance has contributed to the declining condition of the sidewalks posing a risk for users, young and old alike. They provided several relevant photographs.

The residents are looking for guidance from the Board of Public Works on how best to proceed with potential repairs to the sidewalks. The approximate footage that would be involved in the repair is 2,800 feet. Their research regarding a cost involved in the repair ranges from \$35 to \$150 a foot, a figure derived from the town Action regarding their sidewalk project with their mean average cost was \$95 a foot.

Chairman Shaughnessy stated that the Board of Public Works initiated a sidewalk study several years ago. The study revealed several high risk locations that need, yet do not have sidewalks. Locations such as; Webster Street; Winslow Street; and various downtown areas were determined to be the most critical including the Massachusetts "safe routes to school" program compliance, and with the American Disabilities Act. These urgent needs have never been met.

Michael Valenti indicated that each year funding for these concerns have been included in the DPW budget presented to Capital Budget and Advisory but have not received support for this issue due to "lack of funding". He indicated that the DPW could do repairs in small portions but that would be the extent. He stated that available funding is limited; it becomes a balance between needs of the town versus the "wants". The needs take priority. Main artery roads take precedence for repair. If neglected, lack of maintenance over time will increase costs ten fold. We have a schedule; we know what we have to leave behind due to lack of funding and what has to be done presently.

Bob Shaughnessy re-stated that each year we have included sidewalks in our budget, a request that has gone nowhere. These requests go before the Capital Budget process, currently we have received no funding from the General Budget Fund. Each year Chapter 90 monies become available. This is a process in which we submit the projects to the State for approval. It is a reimbursement program. We must appropriate funding initially. Once submitted projects are approved, we move forward with the project and then we submit for a reimbursement from the State. If we do not follow the process and spend the monies accordingly, the State will not reimburse the Town.

Mike Valenti explained that the Town Meeting article can be presented at Town Meeting, however, Capital Budget and Advisory will not approve the article due to lack of funds. If the article does pass Town Meeting then funding in another area will suffer the consequences.

Bob Shaughnessy indicated that at Town Meeting the petitioners should speak to their article and express the need for sidewalks throughout the Town and support for its funding. Board members will support the article as sidewalks and their repair are needed.

Action:

1. Contract Amendment/Hewitt's Point Seawall Revetment

Town Engineer, Rod Procaccino was present to explain details of the amendment. In a letter dated March 3, 2014, to Rod from Bourne Consulting Engineering, P.C. they presented a proposal for engineering services; an amendment to their existing contract for revetment repairs at Hewitt's Point. The original scope for the project was for design and permit repairs to the 600 foot long portion of grouted revetment to the south of the Puritan Street groin. They modified the original scope to include permitting the full length of the seawall to the north and the south of Puritan Street which needs completion of final design and bid documents for the revetment rehabilitation north of the Puritan Street groin at Hewitt's Point. This includes detailing of the concrete access ramp to the toe of the armor stone.

MOTION: Michael Valenti Jr. motioned to authorize amendment number 1 in the amount of \$9,700 to contract 2012-12 to Bourne Consulting Engineering of Franklin, MA to prepare the final design of bid documents for revetment repair at Hewitt's Point as described above and authorize the Chairman or designee to sign the bid documents when they have been prepared.

Seconded: Robert Shaughnessy All in favor.

2. Discussion/ Review of Draft Letter to EPA/Re: NPDES Permit

Paul Tomkavage, project engineer was present to review the draft letter to the EPA regarding the NPDES permit modification. The reply to the EPA on the NPDES permit is due on March 14, 2014 with "all available arguments and all supporting material for their arguments in full". There is more monitoring imposed along with a number of new things that will result in additional costs. The new

requirements are being applied to all coastal communities. The state has increased water quality standards. In order to meet the higher standards it will mean capital upgrades to the Wastewater Treatment plant with capital costs between two and three million dollars. There are three pages of changes and only a month is given to comment. We need at least twelve months to review the changes.

Paul indicated that we are required to make comment to the EPA by Friday. As long as we make a comment in writing, we reserve the right to later appeal the matter that we are commenting on.

Board members reviewed the draft and approved of Paul's comments and suggested to include an executive summary first. Also, to have Paul contact Town Counsel to let him know of the pending new permit requirements. His services may be needed in the future.

3. Contract 2013-23/Amendment #2/Engineering Services for Wastewater Outfall Pipe Repairs

Paul Tomkavage was present to explain details of the amendment. Three separate capital accounts were used to fund the outfall design which funded the original contract through task 6. However, the pipe replacement design in Amendment #1 cost an additional \$9,000, effectively exhausting these appropriations. Bidding requires funding from other sources. Potential accounts are cited with others under review.

MOTION: Steve Hocking motioned to award Task 6, Construction Bidding of Contract No. 2013-23, conditions Assessment and Design of Repairs to the Marshfield Wastewater Treatment Facility's Ocean Outfall, to Ocean and Coastal Consultants, for an amount not to exceed \$114,000.00 and to authorize the Chairman or member to sign the contract documents when they have been prepared.

Seconded: Michael Valenti Jr. All in favor.

4. Proposed FY 2015 Budget Discussion

Chairman Shaughnessy stated that he spoke to Superintendent Tom Reynolds today who indicated that Rocco and his financial team needed certain things immediately which Tom had given them back in November, but it seems they could not find them. Dan went to the budget meeting and presented the financial team the documents Tom had submitted back in November. Dan stated that "they" were looking for the budget to have for Wednesday in order for it to be included in the warrant for Town Meeting and then to send to Town Counsel prior to printing next week. Tom and Dan have a scheduled appointment with the Advisory Board on Wednesday to review the Budget Tom had previously submitted. Dan indicated that Tom does not know what his final budget will be until he meets with the Advisory Board.

There was discussion regarding the Town Administrator's salary and the portion the DPW contributes which is more than half his salary. We are paying the entire cost of their office budget; we contribute 10 percent to them from each department to "represent us". Bob indicated that this seems out of balance. Whether the numbers are correct or not, we will need the proper backup in the future to support the dedicated monies.

5. Discussion: STM ATM Articles

STM Article: Article #3-this article was approved by two thirds vote at the fall 2013 Special Town Meeting; however, the motion as approved did not meet the requirements for Bond Counsel to allow the treasurer to borrow the funds for the purchase.

ATM Articles: Review and discussion.

6. Abatements

MOTION: Stephen Hocking motioned to approve abatement packet # 776.

Seconded: Michael Valenti Jr. All in favor.

MOTION: Stephen Hocking motioned to approve abatement packet # 783.

Seconded: Michael Valenti Jr. All in favor.

7. Minutes

MOTION: Stephen Hocking motioned to accept open meeting minutes of February 10, 2014.

Seconded : Michael Valenti Jr. All in favor.

Bob indicated that he would review the CCR report for final edits and bring back to the Board for review as he has some issues with it.

At this time the Board was polled to go into executive session for the purpose of discussing pending litigation and not to return to open session.

Vote:

Stephen Hocking Yes Michael Valenti Jr. Yes Robert Shaughnessy Yes

At this time the open session of the Board of Public Works for March 10, 2014 adjourned at 9:15 p.m.

Respectfully Submitted,

Ann Marie Sacchetti,
Board of Public Works Secretary