

**Board of Public Works
Meeting Minutes**

Date: January 6, 2014

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
Michael Valenti Jr.	Vice Chairman
Stephen Hocking	Member
Thomas Reynolds	Superintendent
Rod Procaccino	Town Engineer
Paul Tomkavage	Project Manager
Ann Marie Sacchetti	Board of Public Works Secretary

The meeting convened at 7:25 p.m.

Robert Shaughnessy opened the meeting and reviewed the evening's agenda which consisted of 12 action items including an executive session.

Action:

1. Contract 2014-06 / Crack Sealing Services/Extension Agreement

The Superintendent presented the extension detail. The contract extension is with Sealcoating Inc. who is a member of the South Shore Consortium. The parties agree to extend the original contract for an additional year which will begin immediately upon expiration of the original previous extension end date of December 31, 2013. All terms and conditions of the original contract remain unchanged.

MOTION: Robert Shaughnessy motioned to approve the extension of contract "Cracksealing Services" Between the Town of Marshfield Department of Public Works and Sealcoating, Inc. to December 31, 2014.

Seconded: Michael Valenti Jr. All in favor.

2. Main Lift Station Old Generator-Surplus Equipment

Paul Tomkavage, Project Manager, was present to present the results of the bid. *Scope of Work*; the old 540KW emergency generator at the Main Lift Station has been replaced in the upgrade. DPW would like to obtain the best price for this already-advertised surplus equipment. *Bids Received*: one bid was received and opened on 12/12/13: Corkery Truck & Trailer Repairs, Canton, MA; \$887.00. Corkery's bid was below the BPW's recommended minimum. *Staff recommends* that BPW not accept the Corkery bid, and re-advertise the generator as surplus property, by advertising in the classified ads, and by direct solicitation.

MOTION: Robert Shaughnessy motioned to not accept the bid of Corkery Truck and Trailer Repairs, in the amount of \$887.00 and to authorize DPW to re-advertise the 540KW emergency generator from the main lift station as surplus property.

Seconded: Michael Valenti Jr.

All in favor.

REVISED MOTION: Robert Shaughnessy motioned to revise the above motion to authorize the DPW to look at alternatives for use of this including a mobile emergency generator and to retrofit it to use for emergencies in Marshfield.

Seconded: Michael Valenti Jr.

All in favor.

3. Contract 2013-23/Amendment/Design of Repairs to WWTF Ocean Outfall to (OCC)

Paul Tomkavage, Project Manager was present to explain the amendment (as a follow-up from the previous meeting) to the (5) tasks.

Scope of Work: (present contract): Task 1-Underwater investigation: Task 2-Report preparation: Task 3-Preliminary Design: Task 4-Permitting: Task 5-Final Design. Proposal: OCC letter proposal dated 12/6/13, REV.1.; *Funding Source:* Article 3 ATM April 2011: Article 4 ATM 4/08. *Staff recommendation:* At the 11/19/13 meeting, the BPW authorized award of Tasks 3, 4, and 5, and provided direction that design and pricing should reflect the worst case scenario, replacement of leaking portion of outfall pipe. Two additional drawings provided by the Engineer.

MOTION: Robert Shaughnessy motioned to amend Task 3, Preliminary Design, Task 4, Permitting and Task 5, final Design of Contract No. 2013-23, Conditions Assessment and Design of Repairs to the Marshfield Wastewater Treatment Facility's Ocean Outfall, with Ocean and Coastal Consultants, for the additional amount of \$9000.00 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. South River Watermain Change Order

Town Engineer, Rod Procaccino was present review the change order. *Scope of Work:* This change order referred to as Supplement Agreement No. 1 reflects contract completion and balancing of estimated quantities with actual quantities use to complete the work to date and additional work previously approved CO 1-8, and Deletion of Final paving of Trench. All work is complete except sidewalk paving and curb work, and final trench paving (which is being eliminated). *Staff recommends* authorization of Supplement Agreement No. 1 to contract no. 2013-14 to balance contract items, and CO 1 through 8.

MOTION: Robert Shaughnessy motioned to authorize Supplemental Agreement No. 1 2013-14 Construction of South River Street Water Main resulting in a net decrease in the amount of \$70,427.29 and to extend the contract completion date to April 30, 2014 and authorize the Chairman to execute the Supplement Agreement when the documents are prepared.

Seconded: Michael Valenti Jr.

All in favor.

5. Bass Creek Dredging Status

Town Engineer, Rod Procaccino indicated that the project has gone out to bid with the bid opening to take place on January 16, 2014.

6. Dillon Tree Change Order

Town Engineer explained details of the change order. *Scope of Work:* The change order reflects actual quantities of work to be performed. The work at the Salt Shed, School Street Pump Station and Mt. Skirgo Pump Station is complete. Approximately 3000 CY of wood chips need to be disposed from

existing stockpile at the Transfer Station. There are three trees to be removed at 67 Quincy Ave. and adjacent Town Property and 16 trees to be removed and chipped at FB4 power line easement. *Funding Source:* Article 8 STM 4/2013. *Staff recommends* authorization of change order 1 for an amount not to exceed \$25,000 to adjust for actual quantities of work performed.

MOTION: Robert Shaughnessy motioned to authorize change order no. 1 for an amount not to exceed \$25,000 to Contract 2013-32 Tree Removal Service with Dillon Tree Service Inc. and to extend the contract completion date to January 31, 2014 and to authorize the Superintendent to execute the change order when the documents are prepared.

Seconded: Stephen Hocking All in favor.

7. Abatements

MOTION: Robert Shaughnessy motioned to approve Abatement Packet # 766.

Seconded: Stephen Hocking All in favor.

8. Minutes

MOTION: Robert Shaughnessy motioned to approve open session minutes of November 4, 2013 (STM)

Seconded: Stephen Hocking All in favor.

MOTION: Robert Shaughnessy motioned to approve executive session minutes of November 12, 2013.

Seconded: Stephen Hocking All in favor.

MOTION: Robert Shaughnessy motioned to approve open session minutes of November 19, 2013.

Seconded: Stephen Hocking All in favor.

MOTION: Robert Shaughnessy motioned to approve executive session minutes of November 19, 2013.

Seconded: Stephen Hocking All in favor.

9. Old Business

Salt Shed Material Processing. Abby Enterprises, Inc. to extend their contract.

MOTION: Robert Shaughnessy motioned to authorize the extension of the contract with AEI (Abby Enterprises, Inc.) for proposed scope of work at the Town Salt shed for the lump sum of \$24,500 (twenty four thousand, five hundred dollars) which includes providing equipment to grade lay down area; process road debris; and breakdown crushers, screener, and radial stackers and leave area level.

Seconded: Stephen Hocking All in favor.

10. Old Business

Cemetery Perpetual Care Fund Change

Proposal provided by Tom Whalen to be discussed at the next Board meeting.

11. New Business - None

FYI

*Transfer Station

Steve Hocking was concerned about communication on emergency situations regarding trash. He was not made aware of the status during these situations. He received calls but the Board was never made aware of the arrangements. He received many calls and was not able to respond with information. The Superintendent indicated that in the future he will be sure to notify Board members on the situation.

Steve also indicated the Transfer Station was not aware of arrangements made either and that Highway could communicate updates to them.

*Route 139

Poles are now out and all equipment is out for the winter months.

*List for Business Manager

Tom indicated that the list is compiled and interviews are being set up. Bob and Mike indicated that they would sit in on the interviews.

12. Executive Session

At this time the Board was polled to go into executive session for the purpose of discussing land acquisition issues and would not return to open session.

Vote: Robert Shaughnessy **yes** Michael Valenti Jr. **yes** Stephen Hocking **yes**

At this time the open session of the Board of Public Works for January 6, 2014 adjourned at 8:30 p.m.

Respectfully Submitted,

Ann Marie Sacchetti ,
Board of Public Works Secretary