

Approved 12/2/24

**Board of Public Works
Meeting Minutes**

Date: November 18, 2024

Time: 6:00 p.m.

Place: DPW Conference Room, 965 Plain Street

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

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|--------------------|---------------------------------|
| Robert Shaughnessy | Chair |
| Diane Jordan | Vice Chair |
| John Cusick | Member |
| Shawn Patterson | Superintendent |
| Ken Ryan | Environmental Engineer |
| Amy Coughlin | Board of Public Works Secretary |

The meeting convened at 6:05 p.m.

Robert Shaughnessy **motioned** to open the meeting and reviewed the agenda which included action items, votes on minutes and the Superintendent's report.

Seconded by John Cusick

All in favor.

ACTION ITEMS

1) Housing Authority/Non-Payment

John Cusick stated that the Housing Authority owes the Town approximately \$70K to the Enterprise Sewer account of the DPW for connection to the sewer on Moraine Street from Tea Rock Gardens. The information was given by Rod Procaccino and it was determined that the money owed is overdue. John stated that the Housing Authority should be treated in the same way as any other customer. Joe Peceovich, of 25 Wilson Rd and also a Housing Commissioner stated that he personally has not seen any invoices from the DPW regarding these fees.

MOTION: Robert Shaughnessy made the motion to send a second notice to the Marshfield Housing Authority for the outstanding amount overdue.

Seconded: John Cusick

All in favor.

*2) Hiring of a Consultant to Extrapolate Homes that have Increased Town Sewer Usage-
Impact resulting from Increased Housing Assessments*

John stated that the Town should hire a consultant to extrapolate homes that were once small cottages and have increased exponentially in size. He believes that the Town should help out the DPW with high-cost infrastructure repairs of the sewage system and that the Town is benefitting from these increases in property assessments. The DPW is not receiving any incremental benefits from the extra sewer usage. Shawn and Ken are in favor of someone to hire that can perform a study to evaluate the assessments and compare what other towns are doing and how they are handling this situation. Bob stated that the Board needs the knowledge and data to measure the incremental increase to the sewer usage. The extra income gained from newly increased assessed property taxes needs to have a bigger split between the town and the DPW/Sewer regarding the cost of maintaining and repairing the sewer system.

MOTION: Robert Shaughnessy made the motion to put out the bid to hire a consultant to extrapolate the homes that have increased due to sewer being available and to determine the incremental increase of those assessed homes in relation to the sewer charges. He further added that the Board recommends John Cusick to represent the Board in this procurement.

Seconded: John Cusick

All in favor.

3) *Draft Regulations for Couch Cemetery*

Bob stated that the Board will discuss Action #3 and #5 together since they are closely related. They discussed the Couch Cemetery draft regulations and voted on the size and dimensions of the proposed headstones in Couch Cemetery. Shawn stated that the rules/regulations (Action #3) should be voted on at another meeting in the future so that the Board can fully read and understand it and that community input can be allowed. Bob wants to allow across the board that all of the headstones in Couch Cemetery section 4, with the exception of Range 5 should be upright markers.

The size allowable mainly due to maintenance ease is 2' Wide x 3' High x 1' Deep. Members from the audience were eager to order the headstones for loved ones as soon as possible due to the long wait for processing time. The subject of color came up and the Board discussed with the residents that color should be similar to each other -- with an emphasis on a natural stone of granitic material.

MOTION: Robert Shaughnessy made the motion to authorize the size of the headstones to be consistent -of a size of 2'x3'x1' and that the different colors could be allowed if it were of a granitic material and be composed of natural stone hues.

Seconded: John Cusick

All in favor.

4) *Vote for DPW Superintendent "Authority to File" as Authorized Representative*

Shawn produced the old form with the former Superintendent's name on it and the new form needed by the Town Clerk to authorize Shawn Patterson as the new Superintendent. This form authorizes Shawn to file applications and execute agreements on behalf of the Board of Public Works.

MOTION: Robert Shaughnessy made the motion to authorize Shawn Patterson as the legal authority to speak for the Board.

Seconded: John Cusick

All in favor.

5) *Vote on Size & Dimensions of Proposed Headstones at Couch Cemetery*

This topic was addressed in #3 Action and voted on.

6) *Contract #2025-12/Bulldozer & Operator Services Award*

Ken was present to explain the bid process for this Action Item. The staff recommends Wayne Lopes Grading for bulldozer and operator services to the Town of Marshfield on an as-needed basis.

MOTION: Robert Shaughnessy made the motion to award the Bulldozer & Operator Services, Contract No. 2025-12, to Wayne Lopes Grading of Marshfield, MA for an estimated value of \$196,400.00 (if extended for the full three years) and to authorize the Chairman or designated member to execute the contract documents when they have been prepared.

Seconded: John Cusick

All in favor.

7) *Contract #2023-04 /Construction Equipment Rental & Labor Extension*

Ken again explained the contract for an extension of DPW equipment rental and labor for emergency repairs of infrastructure and/or maintenance. He recommends Mass Pavement Reclamation, Inc as they have done a great job in the past.

MOTION: Robert Shaughnessy made the motion to extend Contract No. 2023-04, Construction Equipment Rental and Labor, with Mass Pavement Reclamation Inc. of Marshfield, MA for one additional year starting November 15, 2024 and to authorize the Chairman or designated member to execute the contract documents when they have been prepared.

Seconded: John Cusick

All in favor.

8) *Contract #2024-01 / Plymouth Ave Pump Station Upgrades Change Order #1:
Electrical Service Upgrade*

Ken Ryan stated that the staff recommends awarding Change Order #1 to Biszko Building System, Inc to upgrade the electrical service to the pump station.

MOTION: Robert Shaughnessy made the motion to authorize execution of Change Order #1 to Contract 2024-01, to Biszko Building Systems, Inc of Fall River MA in the amount of \$69,581.76 to upgrade the existing electrical service at the pump station and provide temporary service during construction and to authorize the Chairman or designee to sign the amendment when the documents are prepared.

Seconded: John Cusick

All in favor.

9) *Contract #2024-01 / Plymouth Ave Pump Station Upgrades Change Order #2:
Sewer Interceptor & Wet Well Rehab*

Ken stated there was extra work to be completed and it went out for bid. He stated the staff recommends Biszko Building Systems of Fall River, MA for the additional work including cleaning, CCTV inspecting, lining of sewer, concrete repairs and lining of the wet well.

MOTION: Robert Shaughnessy made the motion to authorize Biszko Building Systems, Inc of Fall River MA to perform the cleaning, CCTV inspection and lining of the existing 36" sewer and to repair the concrete and line the wet well at the Plymouth Avenue Pump Station for \$384,72 to authorize the Chairman or designee to sign the amendment when the documents are prepared.

Seconded: John Cusick

All in favor.

10) *Vote on New Snow & Ice Snow Plow Rates for Contractors*

Shawn produced a new schedule of proposed rates of pay for Snow Plow operators for the winter of 2024-2025.

MOTION: Robert Shaughnessy made the motion to accept the new schedule of pay rates for snow plow drivers as prepared by the Superintendent.

Seconded: John Cusick

All in favor.

11) *Contract #2024-08 / Dyke Road Sluiceway & Tide Gate Designer Selection*

****This item has been passed over and will be scheduled at a future meeting.****

VOTE TO ACCEPT MINUTES – 10/21/24 Open Meeting Minutes

MOTION: Robert Shaughnessy motioned to accept the Open Meeting minutes of 10/21/24 as written.

Seconded: John Cusick

All in favor.

SUPERINTENDENT'S REPORT

Shawn updated the Board on the progress with:

- Cemetery Trees & Greens Division fall cleanup
- Equipment/Maintenance Crews preparing for winter
- Finishing excavation of old pavement on Esplanade & repaving soon after the expected rain

NEXT MEETING – December 02, 2024

At this time Robert Shaughnessy **motioned** to adjourn the open meeting of November 18, 2024 at 7:10 PM.

Seconded: John Cusick

All in favor.

Respectfully Submitted,
Amy Coughlin
Board of Public Works Secretary