

Approved 3-28-22

**Board of Public Works  
Meeting Minutes**

**Date: February 28, 2022**

**Time: 6:00 p.m.**

**Place: Library Program Room  
Library Plaza**

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

Robert Shaughnessy	Chairman
Dave Carriere	Vice Chairman
John Cusick	Member
Tom Reynolds	Superintendent
Dan Bowen	Assistant Superintendent
Rod Procaccino	Town Engineer
Ann Marie Sacchetti	Board of Public Works Secretary

The meeting convened at 6:08 p.m.

Dave Carriere motioned to open the meeting and reviewed the agenda with action items, item for discussion, minutes, Superintendent's report and executive session

**Seconded by John Cusick** All in favor.

*Bob Shaughnessy was not present yet.*

VOTE TO ACCEPT MINUTES – 1/10/22 & 2/7/22 Open Meeting Minutes & 2/7/22 Executive Session Minutes

**MOTION:** Dave Carriere motioned to accept open meeting minutes of 1/10/22 and 2/7/22.

**Seconded:** John Cusick All in favor.

**MOTION:** Dave Carriere motioned to accept executive session minutes of 2/7/22.

**Seconded:** John Cusick All in favor.

BOARD DISCUSSION

1) Capital Budget Committee Discussion of Water Enterprise Fund & Rates

Dave suggested have this discussion at this point. Tom indicated that he had met with the Committee along with Dave and Dan. They had questions regarding how we set our water rates. We explained in detail about the process. Their concern is the bonding level. Tom explained that we set the rates based on our need which is what the Enterprise Fund allows us to do. We build our rate to cover the budget. Any unused funds is put back into retained earnings. Dave stated that we will be moving funds to off-set rates. Tom indicated that they supported our capital requests under the Enterprise Funds. There is an additional meeting on the coming Wednesday night for discussion regarding General Fund requests.

ACTION ITEMS

1) Septage Hauler Permit Renewals

Tom listed the septage haulers that have filed for license renewals for 2022 to be: All-Town Inc.; Fred E. Nava & Son Inc.; Little Dryden Enterprises, Inc.; K.R. Anderson Pumping Co.; McGonagle Septic;

Plymouth Septic Service; Bay State Sewage; Rosano Davis Sanitary Pumping. These are annual renewals reviewed by Staff.

**MOTION:** Dave Carriere motioned to renew the septage hauler permits for 2022 and to authorize the Chairman or designee as approved to sign the permits.

**Seconded:** John Cusick All in favor.

7) Proposal for Social Media Public Relations Program/Environmental Partners

Tom has a proposal from Environmental Partners (EP) to set up a social media public relations program. It has been very successful in other towns. We can send our messages out and provide updates on various issues. The city of Gloucester uses it and indicates it has been very successful. Being a coastal community, we share the same issues. Once the proposal is firmed, EP will come to the BPW meeting with a presentation. Dave asked if there are any issues with our IT Staff. Tom indicated that they work with IT to set it up. Dave Kelly and a Staff member would monitor the web site.

**MOTION:** Dave Carriere motioned to authorize the Superintendent to proceed with the Social Media Public Relations Program with Environmental Partners.

**Seconded:** John Cusick All in favor.

*At this time Bob Shaughnessy arrived. Dave updated Bob on the meeting proceedings up to this point.*

2) Contract 2022-03 / Surf Ave. Water & Drainage Replacement Project

Rod was present and provided details of the project. Scope of work; the work under this contract includes but not necessarily limited to the replacement of water main and drainage utilities along Surf Avenue, between Rexhame Road and Ocean Street. The water main work consists of approximately 2200 linear feet of new 8 inch ductile-iron water main including temporary water bypass, fire hydrants, valves, and water service connections. The Owner will furnish the majority of the water main materials for this project as noted in Appendix F. Drainage work includes the demolition of all existing drainage and the installation of new precast concrete manholes and catch basins, a reinforced concrete pipe trunk line, PVC catch basin laterals, and special drainage structures. The work also includes dewatering in areas of high groundwater. Final paving will be performed by others. Staff recommends awarding the above-mentioned contract to the apparent low bidder, Dig-It Construction of South Dennis, MA.

**MOTION:** Rod Procaccino motioned that the lowest qualified bidder of Base Bid, Dig-It Construction, of South Dennis, MA be awarded Contract No. 2022-03 in the sum amount of \$884,573.96; based on the specifications and actual quantities used, and authorize the Chairman or designee to execute the contract when the documents are prepared.

**Seconded:** Dave Carriere All in favor.

3) Contract 2021-13 Amendment #3 / Engineering Surf Ave. Water Main Replacement

Rod provided details of the amendment. Status; the Town received bids for construction of the Surf Ave. Water Main project and the contractor recommended for award has provided a preliminary schedule of work which includes a start date early in April. Amendment authorizes additional funding for; Construction Administration, Resident Project Representative and Record Drawing. Staff recommends authorizing the additional funding.

John and Dave wanted assurance that residents would be contacted when the project begins. Tom assured them that would be taken care of.

**MOTION:** Robert Shaughnessy motioned to authorize amendment no. 3 to contract 2021-13 in the amount not to exceed \$99,400 with Environmental Partners Group LLC, Quincy, MA for engineering services as described, and to authorize the Chairman or designee to sign the contract amendment when the documents are prepared.

**Seconded:** John Cusick

All in favor.

- 4) Emergency Declaration Plymouth Ave. Sewer Force Main Repair & Re-lining &
- 5) Amendment to EPG General Services Agreement to Expedite Preparation of Bid specification to Install Emergency/Temporary & Permanent Bypass & to Clean & Conduct CCTV Inspection of Existing 18 in. Force Main & Line Force Main with CIPP Lining or HDPE Slip

Tom gave an update on the issue. There was an emergency situation at the location on Plymouth Ave. We mobilized our contractor, D&C along with Tassinari Construction with heavy equipment, along with our staff and Mass Paving to the site. A four-foot length of pipe was found to be compromised with a piece taken out of its side. By 1:30 a.m. repairs were complete and all went home. Tom confirmed that Clint Stetson, contacted Dave Burns of DEP in regard to the emergency situation. Rod then gave an additional update. Description: on February 18, 2022, the sewer force main in Plymouth Ave. pump station had a significant leak, causing the main to be taken offline for repair. Septage haulers were called in to bypass the untreated wastewater entering the station to drain the force main in order to make the repair. The Town obtained emergency authorization on February 25, 2022 from DCAMM to waive advertisement requirements to allow our consultant to shorten public bidding process to expedite repair. Environmental Partners Group (EPG) will provide engineering services to prepare specification to solicit proposals from qualified contractors to construct a temporary bypass to divert flow from entering the Plymouth Ave. pump station to allow inspection of the force main by Camera CCTV to evaluate the sewer force main and determine what type of liner is needed. Once the type of liner is determined, the liner will be installed and will include permanent bypass piping at the station. The proposal includes: Task 1-Engineering Support Services; Task 2-Bid Solicitation and Construction Phase Admin.; Task 3-Resident Engineering Services; Task 4-Construction Closeout. Staff recommends authorizing funding to conduct Task 1 and Task 2 on a time charge plus expense basis for engineering services to conduct emergency procurement. Additional tasks will be added by amendment upon receiving construction proposals. Tom indicated that he and Dan met with the Town Administrator and Town Accountant to discuss possible options for funding. Dave had questions and referred back to the occurrence at the Avon Street issue during his tenure as superintendent. John stated that the General Fund should share the cost. Bob mentioned the original 60/40 split. Dave said the Town needs to share the cost of some of the re-hab projects; for future discussion. Board members are all in agreement that the Town's shared cost needs to be discussed.

**MOTION:** Robert Shaughnessy motioned to authorize amendment to EPG General Service Agreement to include task 1 and task 2 of proposal dated February 28, 2022 from Environmental Partners Group LLC, Quincy, MA for engineering services to conduct emergency procurement to inspect and repair and reline Plymouth Ave. pump station force main for an amount not to exceed \$74,850 and to authorize the chairman or designee to sign the contract amendment when the documents are prepared.

**Seconded:** John Cusick

All in favor

- 6) Eversource Vegetation Letter & Maps

The Town Administrator received a letter from Eversource regarding its use of herbicides along the power line rights-of-way that pass-through Town. Dave provided a copy to Board members. He asked that Staff reach out to Eversource regarding the PFAS issue and the concerns with our well sources. Ferry I & II are our pristine wells. Eversource needs to be aware of the Bylaw and exclude the use of

herbicides in all our sensitive areas. Comment period in regard to the letter ends at the close of business (5pm), Friday, March 25, 2022.

#### SUPERINTENDENT'S REPORT

1) Update on 965 Plain Street – construction on site today; setting up fencing; draining structures delivered and drainage to begin. Once complete weather permitting, they will start the septic system. Looking forward to getting the building under way. Dave indicated the bolting for the metal building was not in the Weston & Sampson design. They should have been able to specify.

Ramco was on site setting the fencing.

2) February 13, 2022 Storm Update – met with the School Committee Chair to discuss some of the issues that came about during Superbowl Sunday. He reviewed the plow lists and personnel. We had 76 pieces of equipment during the storm on site we responded. Friday was another storm; we were done by 4 a.m. Saturday morning. Sidewalks were done, school parking lots and roadways were plowed.

3) STM & ATM Articles-have been presented – were listed at our last meeting. Capital Budget meeting this Wednesday to review the General Fund. March 14, 2022 the will open discussion to open the Town Meeting Warrant to allow us to add the Plymouth Ave. emergency bond.

4) Previously discussed

5) Previously discussed

Ocean Bluff – we had a zoom meeting last Thursday with the residents of Ocean Bluff. We have a preliminary design. We (Tom and Rod) will meet with Suzanne Finley and Kelly McDonald to review prior to their meeting with their group. Everyone seemed to be happy with the design; the meeting went well.

NEXT MEETING – March 14, 2022

#### EXECUTIVE SESSION

1) Contract negotiations

At this time Robert Shaughnessy motioned to go into Executive Session at for the purpose of discussing contract negotiations and would not return to open session.

**Roll Call Vote:** Robert Shaughnessy yes Dave Carriere yes John Cusick yes

**Unanimous**

The open meeting of the Board of Public Works for February 28, 2022 adjourned at 7:08 p.m.

Respectfully Submitted,  
Ann Marie Sacchetti,  
Board of Public Works Secretary