

**Board of Public Works
2/20/2020 – Minutes
Conference Room A
Town Hall**

1. Call to Order at 6:30 p.m.

Chairman Tom Nephew called the meeting to order at 6:32 p.m. and announced that it was being broadcast and recorded.

2. Acceptance of Minutes

2.a. December 12, 2019 (Regular and Executive Session)

December 12, 2019 - Regular Session

Paul Brinkman made a motion to accept the minutes as amended. The motion was seconded by Pat Harrington and the motion passed unanimously.

December 12, 2019 – Executive Session

Paul Brinkman made a motion to accept the minutes as amended. The motion was seconded by Pat Harrington and the motion passed unanimously.

2.b.

January 16, 2020 (Regular)

Paul Brinkman made a motion to accept the minutes and Pat Harrington seconded the motion. The motion passed unanimously.

3. Abatements

3.a.

23 Crawford Way - Burnett

The water & sewer figures needed to be corrected. They were reversed. Paul Brinkman made a motion to make an abatement of -\$19.34 for water and \$33.18 for sewer. Pat Harrington seconded the motion. The motion passed unanimously.

3.b.

8 Beaver Creek Circle - Giomas - Mungvia

The deduct meter was installed, but the homeowners did not call until months later. It was then found out that the deduct meter was never activated correctly. Paul Brinkman made a motion for an abatement of \$114.49. Pat Harrington seconded the motion. The motion passed unanimously.

3.c.

66 Boynton Street (DPW / Transfer Station)

There was a leaking toilet in the bathroom; the toilet has since been replaced. Paul Brinkman made a motion for an abatement of \$498.15. George Clark seconded the motion. The motion passed unanimously.

4. Public Comment

A resident said they were going to come in to discuss how their irrigation system was hit by a plow driver. Ken spoke with the resident letting them know that their sprinkler head was in the right of way, which is not allowed. The resident did not show up for comment at the meeting.

5. Water & Sewer

5.a. Misc updates

Frank Shattuck and Susan Tocci both started in the Wastewater Department. There is still one other open position in the Wastewater Department. An offer has been made to an applicant that has licenses in both wastewater and collections. The department should know by Friday, February 28th if the applicant will accept the job.

Joe Jordan gave an update on the wastewater building. He stated that we are putting together a final punch list. It should be substantially completed by the first or second week of March. There are a few items that have been delayed due to weather. For the most part, the plant is done and everything is working as intended.

Joe Jordan gave an update on the Greensands project. They are expanding the foundation out to put the base in for the filters. They are also working on the entry way for building. The project is a little bit ahead of schedule. This is partially due to the good weather.

5.b. W/S Rate Hearing - discussion, set tentative date(s)

Joe Jordan stated that he would like to set a rate hearing for the next Board meeting. He would like the new rates to be in effect for the full fiscal year. We will coordinate the new rates with the readings. The last rate increase was over a year ago.

A discussion was held as to how much and when the three increases were to take place. Tom Nephew requested the schedule of intended rate increases be emailed out to the Board prior to the next meeting.

6.

DPW

6.a.

Misc updates

There was a minor water break this past Thursday at Crescent St. It was fixed right away with a temporary patch that will become permanent in the spring. Ken Kalinowski commented that the guys did a really nice job on this water break.

We had 2 nuisance winter storms; we used a lot of product for these storms, but it was important for public safety.

6.b.

Draft Social Media Policy

Ken Kalinowski discussed a draft Social Media Policy that was given to all departments by the Town Administrator. It states that town employees should not engage on social media of any kind representing the town. Please let Ken or Andrew know if you have any comments.

6.c.

FY21 DPW Budgets

The Enterprise Fund FY21 budget has been reformatted. The Town Administrator wants all budgets to look the same.

A discussion was held regarding the cost of uniforms being 40% higher. Some of this increase is due to turnover and the fact that we have to purchase all new uniforms each time a new employee is hired. This is addressed in the current contract. Tom Nephew suggested that we include this item in our next negotiation with the uniform company.

6.d.

FY21 DPW Capital / Equipment (discussion)

Discussions regarding the 5 pieces of equipment that the DPW is looking to purchase for FY20 and FY21 was held. Two pieces of equipment have already been ordered replacing 30 and 40 year old pieces of equipment. Adam Dufour and Mike Schrader answered questions from the Board and the public regarding the need for each piece. They emphasized that there has been a tremendous amount of research into the purchase of each piece of equipment. The Board voted to support the acquisition of equipment as presented.

7.

Review, Approve and Sign any Documents Requiring Board Signatures

7.a.

January Commitments

The January commitments were signed by the Board.

7.b.

As requested

None.

8.

Commissioner's Comments

Paul Brinkman asked what the status of our PFAS were at our sites. Adam stated that all 3 sites are perfect. Paul Brinkman stated that the regulatory levels / standards that are being set are very small; to be in compliance is a great relief.

9.

Next Meeting Date/Dates

9.a.

March 19, 2020 (tentative)

The next Board meeting date is Thursday, March 26, 2020 at 6:30 p.m.

10.

Any Other Matters That May Arise Which The Chair Could Not Reasonably Anticipate

None.

11.

Executive Session

11.a.

Exec Session : Meeting pursuant to G.L. c. 30A, sec. 21(a)(3),(7) and Suffolk Construction v. DCAM, 449 Mass. 444 (2007) to discuss sewer IMA negotiations with Town of Groton.

Paul Brinkman moved that the Board of Public Works enter into an executive session as authorized by Chapter 30A, 21 (a) (3), (7) of the Mass General Laws and Suffolk Construction v. DCAM, 449 Mass. 444 (2007) to discuss sewer IMA negotiations with Town of Groton, and further to adjourn at the conclusion of Executive Session.

Tom Nephew stated the Board convened in Open Session at a meeting for which 48 hours' notice had been provided and following the Executive Session the meeting will adjourn. Pat Harrington seconded the motion.

The following roll call was taken:

Paul Brinkman Aye

Tom Nephew Aye

George Clark Aye

Pat Harrington Aye

Lewis Lunn Absent

The Board entered Executive Session at 8:16 p.m.

12.

Adjournment

Respectfully Submitted,

Susan Tocci

Administrative Assistant

Wastewater and Stormwater Divisions