



RAYNHAM BOARD of SEWER COMMISSIONERS

RAYNHAM, MASSACHUSETTS

MINUTES OF APRIL 12, 2018

PRESENT: Mr. Gordon Luciano, Chairman; Mr. Joseph Bettencourt, Commissioner; Mr. Edward Roster, Commissioner and Mr. Rob Carey, Raynham Assistant Sewer Superintendent.

CALLED TO ORDER:

Mr. Luciano called the meeting to order at 6:00pm

APPROVAL OF MINUTES – Regular Meeting Minutes of March 8, 2018

MOTION: Moved by Mr. Roster and seconded by Mr. Bettencourt to approve the Regular Meeting Minutes of March 8, 2018 as printed. Discussion: None. Vote: 3-0

SUPERINTENDENT’S REPORT

Mr. Rob Carey

Contract 4 & 5 Update

CN Corp has completed the clean-up work on Church Street.

Long Built Homes

Mr. Nick Harris of Global Construction continues to install sewer lines in their Phase 2 construction. Long Built Homes also attended a Planning Board Meeting last week to present Phase 3 for the construction of 24 homes.

I&I Project

Field Inspection for Phase 3 & Phase 4 has been completed with no significant sources of leakage detected and the Sewer Department is waiting for a final report from AECOM.

North Raynham Odor Eliminators

MA State Plumbing Board is reviewing the requested variance that Mr. McGarry submitted for the use and installation of odor eliminators to 66 homes in the Robinson Street area.

Abatement Request – Christina’s Path

During the construction of the home, the developer went bankrupt; therefore, the home has sat for two years. The abatement request is for two years.

MOTION: Moved by Mr. Bettencourt and seconded by Mr. Roster to approve the abatement request for 85 Christina’s Path in the amount of \$619.61. Discussion: None.

Vote: 3-0

NEW BUSINESS

(A) Award contract for the Paramount Drive Pump Station upgrade

Tighe & Bond was present and informed the board that bids went out on March 26, 2018. The initial budget was for \$650,000 for the entire project. At a Town Meeting, the project was allocated at a cost of \$598,000, a difference of \$52,000 to complete the project.

Because the budget was a little less than requested, Tighe & Bond built in a couple of alternates: 1) electrical upgrade; 2) adding a fence; 3) paving a larger parking area; 4) painting. Mr. Carey informed Tighe & Bond that the difference in funding needed for the initial project could be taken out of the O & M budget.

Mr. Carey recommended moving forward with the project and alternate #1.

MOTION: Moved by Mr. Bettencourt and seconded by Mr. Roster to approve the contract for the Paramount Drive Pump Station update including alternate #1 electrical upgrade in the amount of \$602,311.38. Discussion: None. Vote: 3-0.

(B) Discuss Tighe & Bond proposal to perform environmental permitting for a future project to improve the right of way access from Katie Drive to King Street

Tighe & Bond informed that this would be a cross-country easement, 15" PVC sewer to carry all wastewater from Central and North Raynham to Paramount Drive. A stream crossing is within the easement that is maintained once a year. There is a request for additional maintenance of the easement by installing a gravel roadway. The area is wetlands and with a total of approximately 5,000 sq. ft. being disturbed, there will be a permitting process necessary.

MOTION: Moved by Mr. Bettencourt and seconded by Mr. Roster to award the contract to Tighe & Bond for the permitting process to improve the Right of Way access from Katie Drive to King Street in the amount of \$29,800. Discussion: None. Vote: 3-0.

Mr. Luciano thanked Tighe & Bond for all their work during the past three years that he has been serving on the Board.

(C) Award contract for the Phase 2 sewer line and manhole rehabilitation repairs on South Street West and Route 44.

Mr. Carey presented a list of repairs needed on South Street West and Route 44. The repairs were detected during the recent I&I inspection. Two bids were received: National Water Main Cleaning Company in the amount of \$182,492 and the second bid was in the amount of \$198,198. Mr. Carey recommended awarding the contract to the lowest bidder, National Water Main Cleaning Company.

MOTION: Moved by Mr. Bettencourt and seconded by Mr. Roster to award the contract to National Water Main Cleaning Company for Phase 2 sewer line and manhole rehabilitation repairs on South Street West and Route 44 in the amount of \$182,492. Discussion: None. Vote: 3-0.

(D) Review and interview applicants and select for the new position of Sewer Department Administrative Technician

The position was advertised internally with one qualified candidate applying to the position. The position is not a new position; it is a change to an existing position with additional responsibilities. Mr. Carey recommended Brenda Arcadipane to fill the position.

MOTION: Moved by Mr. Bettencourt and seconded by Mr. Roster to appoint Brenda Arcadipane to the position of Sewer Department Administrative Technician effective immediately. Discussion: During the past four years, Ms. Arcadipane has kept the operations of the Department running smoothly which has been an asset. Vote: 3-0.

(E) Discuss procedure for hiring a new Sewer Superintendent

Mr. Luciano informed that he will not be taking part in the discussions.

Mr. Carey presented information prepared by Mr. McGarry for candidate qualifications and job description. The job description stated that applicants should deliver their resume to the Raynham Sewer Department Maintenance Facilities no later than noon on Thursday, May 10, 2018. Mr. Bettencourt suggested an interview committee be made up of one person because two members would constitute a quorum of the Board. He suggested the current Superintendent join in on the interview process. Mr. Bettencourt would like to add language to the job description stating that candidates who meet the above qualifications should apply. Mr. Carey will discuss with Mr. McGarry the list of qualifications for candidates. Mr. Roster and Mr. Bettencourt discussed both interviewing candidates and the need to post a meeting if both are present.

MOTION: Moved by Mr. Bettencourt and seconded by Mr. Roster to post the job description including the list of requirements for the position of Raynham Sewer Superintendent effective July 1, 2018 for a total of 14 days, pending discussion with Mr. McGarry on the list of qualifications. Vote: 3-0.

(F) Discuss the five-year Capital Improvement Plan requested by Capital Planning Committee

The Board was presented the information requested by Raynham Capital Planning Committee.

Mr. Bettencourt informed that he reviewed the information and discussed the items as they are categorized. Each item along with the cost associated to complete the project.

MOTION: Moved by Mr. Bettencourt and seconded by Mr. Roster to forward the list of items as categorized for the five-year Capital Improvement Plan to the Raynham Capital Planning Committee. Discussion: None. Vote: 3-0.

OLD BUSINESS

May meeting schedule

Mr. Luciano asked if the Board would approve to re-schedule the meeting date for May to Thursday, May 3, 2018. Mr. Bettencourt suggested a short meeting for re-organization purposes only be scheduled for April 30, 2018 with a regular meeting held on May 3, 2018.

MOTION: Moved by Mr. Bettencourt and seconded by Mr. Roster to schedule a Raynham Sewer Commission Special Meeting on April 30, 2018, 6:00pm for the sole purpose to re-organize the Board; cancel the scheduled Regular Meeting of the Raynham Sewer Commission of May 10, 2018; and schedule a Regular Meeting of the Raynham Sewer Commission on May 3, 2018 at 6:00pm. Discussion: None. Vote: 3-0

COMMISSIONER'S REPORT

Mr. Bettencourt thanked Mr. Luciano for the number years that he has given to the Town of Raynham in multiple capacities. He is a good example for young people. It has been a pleasure to work with Mr. Luciano over the years.

Mr. Luciano informed that the Annual Budget was presented to the Raynham Finance Committee and the Article to expand the sewer system in the amount of \$6.2M was also presented. He urged all residents who will be affected by the expansion to be present at the Town Meeting to support the Article.

For a total of three years, the Sewer Department applied for a grant to offset Sewer Bond costs ~~for sewer rate refunds~~. This year, a grant was awarded to the Town in the amount of \$3,605.

As this is the last meeting for Mr. Luciano, he thanked fellow Board members he served with during his term on the Sewer Commission. He thanked both Mr. McGarry and Mr. Cary for the outstanding work they have done for the Commission and Ms. Brenda Arcadipane for her commitment and success. He thanked the entire team in the Sewer Department and all the Boards in the Town.

ADJOURNMENT

Mr. Luciano asked for a motion to adjourn.

Motion: Moved by Mr. Bettencourt and seconded by Mr. Roster to adjourn from the Raynham Sewer Commission Meeting of April 12, 2018 at 7:35pm for the performance of administrative duties, signing bills with no business to be conducted afterwards. Vote: 3-0

Transcribed from Recording

Respectfully submitted,

Dawn Caradonna

Recording Secretary

Meeting dates:

Thursday, April 30, 2018 @ 6:00pm
