

Southeastern Regional Services Group Board of Directors
Monthly Meeting Minutes: October 4, 2017
Room 3A/B, 6 Park Row, Mansfield, MA

Board Members In Attendance

Maureen Doherty, Stoughton, Chair
Mike Morris, Brockton, Interim ViceChair
Dori Jamieson, Abington
Rita Garbitt & Lorraine Carboni, Lakeville
Christina Collins, Mansfield
Mike Yunits, Norton
Gill Enos, Taunton
David Gagne, West Bridgewater
Moira Rouse, Regional Administrator

Communities Not Represented

Bridgewater
Canton
East Bridgewater
Easton
Foxboro
Medfield (associate member)
Middleborough
Norfolk
North Attleboro
Plainville
Raynham
Sharon
Wrentham

Chair Maureen Doherty opened the meeting at 9:30am.

The Board reviewed **meeting Minutes** from **September**. Moira found an extraneous word and will correct the Minutes (remove word “corrected” from 3rd paragraph, for July-Aug Financial Reports) Gill motioned to approve them as corrected, seconded by Christina. The motion passed with 3 abstentions of people absent from that meeting.

The **Overview** and **Detailed Financial Reports** for **September** were distributed. Moira said last month’s expenses were modest and as-expected. There were no questions or comments. Gill motioned to approve the Financial Report as submitted, seconded by Mike Y. It passed unanimously.

Moira summarized the previous day’s Highway Superintendents’ meeting, as was requested last month.

- DPW Service quantities are coming in well and she will follow up with any stragglers.
- All communities are renewing DPW Services contracts from our last bid, except Bridgewater for item #2 In-Place Hot-Mix Asphalt, because the Town has been dissatisfied with Keating’s scheduling and responsiveness.
- Moira met with HiwaySS’s Customer Service Rep. Paul Flynn, and a representative from Bridgewater Highway Dept, Paul DeCosta on Sept. 25 to discuss problems with Traffic Line Painting. Flynn expressed disappointment to hear that *most* SERSG communities have been dissatisfied, because he said they have worked hard to fix problems as they are reported. When DeCosta said his boss reported a problem a couple weeks ago and never heard back. Flynn admitted he had not gotten back to

Bridgewater for a few weeks, because he has been so busy, but will make sure to do so now. The Highway Group concluded that no “vote” will be taken to disqualify HiwaySS, but if they are low-bidder on any items in November’s bid opening, we will evaluate their access to win the bid at that time.

- Chair John Haines of E.Bridgewater asked about adding **Cold In-Place Recycling** to a future year’s DPW Service bid.
- MassDEP is expected to award an MS4 Stormwater Grant later this week. Moira will share that information as soon as she receives it.
- The **SERSG DPW Supply bid for SALT** were discussed. Because Medfield and Plymouth Salt Consortiums both establish contracts with the Qualified Lowest Bidder and Second-Lowest Bidder, SERSG may discontinue bidding Salt, to avoid confusion. A final decision needed before next spring’s bid.

The **Drug & Alcohol Testing** bid opening date is Oct. 25. Moira has a 4-person Evaluation Committee to review all Technical Proposals: Jennifer Thompson of Plainville, Jody Middleton of Canton, Mike Yunits of Norton and Moira of SERSG. Moira will schedule a conference-call/meeting to share everyone’s input. She will then scan Proposals to the committee before the call/meeting. Maureen Doherty asked to be a Witness for the opening of Price Proposals, which will happen after the committee meets to share their individual evaluations and conclude a recommendation for the Board.

Moira reminded the Board she will be away on **vacation** the week of the Columbus Day Holiday.

As requested at our last meeting, **Moira emailed 3 files** to the Board last month: The SERSG Brochure, Regional Administrator Goals, and a list of Procurement Participation by all member-communities. Maureen asked the Board to email Moira comments on the **Brochure** for redesign, and to review the **Goals** and provide feedback at our November meeting. These files will be re-sent this month for everyone’s convenience.

Moira asked whether anyone needed further details of their communities’ procurement participation and they responded that the file had been very helpful.

Other Business:

For our **special December** Board meeting, Moira will invite municipalities surrounding the North Attleboro location. She asked whether the Town/City Administrator/Manager invitees could be joined by DPW invitees, or the meetings should remain separate. For the last few years, West Bridgewater has hosted the December Highway/DPW meeting and served a hot breakfast. If the Hwy meeting *followed* our Dec. 6 meeting (if the room in N. Attleboro can be secured) then invitees from could be combined instead of segregated in 2 meetings. The Board agreed that would work well, so Moira will pursue this possibility.

Upcoming meeting dates are: **Nov 1**, Dec 6, Jan 10 (Moira proposed to avoid a Monday-holiday week), Feb 7 and Mar 7.

Mike Y made a motion to adjourn, seconded by Gill. It passed unanimously.

Respectfully submitted, Moira Rouse, Secretary, Regional Administrator October 20, 2017