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Dennis G. Rozum
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Board of Public Works Regular Meeting
Monday, August 11, 2014 at 7:00 PM
Public Works Garage

Members present: Chairman Sean Walsh, Vice-Chairman Wayne Finkle, Yashu Putorti, Secretary Phil Wilhelmy

Members not present: Len Greene

Others present: Dennis Rozum, Craig Stevens

ITEM #1: Call meeting to order

→ Sean Walsh opened the meeting at 7:04 PM.

ITEM #2: Pledge of Allegiance

ITEM #3: Public Comment

→ No public comments were made.

ITEM #4: Approval of Minutes from July 14th, 2014 regular meeting

→ Motion to approve the minutes of the July 14th, 2014 regular meeting without alteration.

Motion: Yashu Putorti

Second: Wayne Finkle

Vote- Yes: 4, No: 0, Abstain: 0

ITEM #5: Financial Update

→ Rozum presented the Board with a financial report print-out. He stated that some money has been encumbered, especially money for utilities. Walsh asked if the line item for phones was ever increased. Rozum said, no, the line item is the same as it was last year. Wilhelmy asked if not having the phones has been a detriment. Rozum said that the radios have been helpful, but a base station is still needed.

ITEM #6: Discussion on capital funding for vehicle purposes

→ Walsh said he went to Town Hall for clarification on this line item for this fiscal year.

→ Motion to have Director of Public Works acquire a copy of the approved budget for the current fiscal year as well as a copy of the proposed budget as presented prior to the most recent referendum.

Motion: Wilhelmy

Second: Finkle

Vote- Yes: 4, No: 0, Abstain: 0

ITEM #7: Discussion and take possible action on approval bid specifications for medium duty Mason dump truck

→ Walsh informed the Board that the Town will go out to bid this week and that a special Board of Public Works meeting will be set for the bid opening.

ITEM #8: Transfer Station Update

→ Walsh asked about the status of tub grinding. Rozum said that three days of grinding was done before a belt broke on the tub grinder. Tub grinding has stopped until the parts arrive.

→ Rozum informed the Board that the new compactor is working fine.

→ Rozum presented the Board with both the household waste hauling and recycling contracts as both were requested at last month's meeting.

ITEM #9: Vehicle Update

→ Motion to draft a letter to the Town Attorney requesting he contact Central Dodge and establish the finalized date of August 26th by which the dealership must make good on the bid they currently hold and/or establish a date by which the Town can re-bid the contract.

Motion: Wilhelmy

Second: Finkle

Vote- Yes: 4, No: 0, Abstain: 0

→ Walsh asked why decals (town seals, numbering, etc.) were not on the new trucks. Rozum will go to Town Hall to get town seal decals.

→ Walsh asked if all federal/annual inspections are current. Rozum said that two trucks are being repaired and once that work is completed inspections will resume. Truck 27 and 29 are new and need inspections and three other vehicles currently have expired inspections and have been pulled off the road until they can be addressed. Walsh said all vehicles should be ready for roughly September 1st as this was a deadline discussed by the Board in the past. Wilhelmy asked if inspections can be outsourced. Finkle asked about having the department's mechanics work overtime to get the inspections done. Rozum said he will see where the department stands by the end of this week and will come up with a plan to ensure all inspections are done by roughly September 1st. Wilhelmy asked that Rozum produce a report in writing on the status of the inspections by next month's meeting.

→ Walsh asked Rozum and Stevens to remind drivers and mechanics to continue to complete the proper paperwork.

ITEM #10: Update from Director on establishment of work policies

→ Wilhelmy said that about 70% of the work is done with all of the vehicles and their contents inventoried. The next step is to complete a full inventory of all equipment and document what is being used and what is in need of replacement. Wilhelmy said the other half of the policy book consists of actual policies and procedures. Walsh noted that the PPE policy developed last year should be included. Wilhelmy and Rozum will meet this week to continue work on the policy book.

ITEM #11: Discussion on employee performance measurement initiative

→ This item was tabled.

ITEM #12: Discussion on proactive road program

→ Walsh updated the Board on the proactive road program. He said that Nafis and Young assessed town roads and rated them into three categories. Work will begin on Jay Lane and Patton Avenue within three weeks. These roads will be totally reconstructed using LOCIP and town funds. Walsh stated that residents will be able to vote on whether or not to spend \$5 million on road work on the November ballot. Walsh also said that the Board of Selectmen will be meeting tomorrow night to vote on any

possible changes to the road program. Walsh also informed the Board that the Board of Selectmen voted to rent a "pot hole killer" machine from Bridgeport for 10 days to address cracksealing and pot holes around town.

ITEM #13: Executive Session (if necessary)

→ Executive session was not deemed necessary.

ITEM #14: Transfers (if necessary)

→ No transfers were deemed necessary.

ITEM #15: Other Business

→ Motion to add to the agenda discussion of a spray tank assembly for the back of a truck.

Motion: Finkle Second: Wilhelmy

Vote- Yes: 4, No: 0, Abstain: 0

→ Walsh said that he was asked by the First Selectman why the department has not purchased a spray assembly for weed spraying around town. Stevens said that a subcontractor sprays as needed because it seemed appropriate to forego the liability of spraying chemicals for the cost. Stevens said the department does own a spray assembly for the back of a truck as well as two backpack sprayers. He said there are three department employees that hold certification to apply pesticides and they do fence lines and other areas. Rozum and Stevens said that the department's pesticide application program can be expanded.

→ Walsh noted that he has received commendations on the department's work and people have told him that the town's parks have never looked better.

ITEM #16: Public Comment

→ No public comments were made.

ITEM #17: Adjournment

→ Motion to adjourn at 9:01 PM

Motion: Wilhelmy Second: Putorti

Vote- Yes: 4, No: 0, Abstain: 0

Respectfully submitted,

Nicole Lewis