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Dennis G. Rozum
Director

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Board of Public Works Regular Meeting
Monday, October 20, 2014 at 7:00 PM
Public Works Garage

Members present: Chairman Sean Walsh, Vice-Chairman Wayne Finkle, Len Greene, Secretary Phil Wilhelmy

Members not present: Yashu Putorti

Others present: Robert Koskelowski, Jr., Dennis Rozum, Craig Stevens

ITEM #1: Call meeting to order

→ Sean Walsh opened the meeting at 7:03 PM.

ITEM #2: Pledge of Allegiance

ITEM #3: Public Comment

→ Robert Koskelowski, Jr., a department employee, read a letter he wrote regarding the circumstances surrounding a verbal warning that he received from the department foreman on or about October 8th/9th, 2014.

→ Motion to add the subject of disciplinary action taken against Robert Koskelowski, Jr. to the agenda and to alter the agenda item numbers to reflect correctly.

Motion: Greene Second: Wilhelmy

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

ITEM #4: Discussion of disciplinary action taken against Robert Koskelowski, Jr.

→ Stevens informed the Board that a complaint was received from a teacher at the high school regarding Koskelowski, but when he tried to follow-up on the matter the teacher never returned his calls or email so the complaint was considered invalid and inaccurate by the Public Works Director, Foreman, and Town Hall. Nothing was placed in the employee's file and the matter is considered a non-issue.

→ Motion to correct agenda item #4, now Item #5, to read "Approval of Minutes from August 11th, 2014 regular meeting" instead of "Approval of Minutes from October 15th, 2014 regular meeting."

Motion: Greene Second: Wilhelmy

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

ITEM #5: Approval of Minutes from August 11th, 2014 regular meeting.

→ Motion to accept the minutes of the August 11th, 2014 regular meeting without alteration.

Motion: Wilhelmy Second: Greene

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

ITEM #6: Financial Update

→ Rozum presented the Board with a financial report print-out.

ITEM #7: Discussion on road use line items

→ Walsh said that the First Selectman asked the Public Works Director to break out all expenditures currently under the highways line item. Rozum said that he did so and met with the First Selectman to review this. He said that a separate road improvement line item will be added and some items currently under the highways line item, including pothole repairs, cold and hot patching, curbing, and asphalt, will be moved to this new line item. Drainage, basin work, street signs, and road paint will remain in the highways line item.

ITEM #8: Transfer Station Update

→ Rozum said that the compactor went down last week. New electronic controls were ordered and the compactor is now operational again.

→ The Board also discussed new legislation on recycling box springs and mattresses and paint. Rozum stated that Winters Brothers is trying to put together a paint program for the town's transfer station. In the meantime, only dried-up paint is accepted.

→ Walsh asked if the brush pile has been addressed. Rozum said that the tub grinder was repaired and operational for three days before breaking again. It has not been repaired as the department is concentrating on truck maintenance.

→ Motion that the Public Works Director and Foreman have a formal plan on how the department will address the brush pile by next month's regular meeting.

Motion: Wilhelmy Second: Greene

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

ITEM #9: Vehicle Update

→ Walsh asked about the status of federal and annual inspections. Rozum presented a list of vehicles that indicated all inspections were current. Stevens noted that daily inspection sheets are being done routinely and consistently.

→ Rozum said that a new salt chute and radiator are going on one truck currently in the shop.

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

→ Rozum stated that safety programs and hazardous materials information has been added to the work policy binder. Wilhelmy noted that the binder should also detail the things that employees need to be certified in.

ITEM #11: Discussion on employee performance measurement initiative

→ Rozum presented the Board with a few reports, including completed bulk pick-ups year-to-date, bulk pick-ups completed today, and completed pothole repairs. He noted that all work is now trackable.

ITEM #12: Executive Session (if necessary)

→ Executive session was not deemed necessary.

ITEM #13: Transfers (if necessary)

→ No transfers were deemed necessary.

ITEM #14: Other Business

→ In light of winter approaching, Walsh asked about the status of using subcontractors for snow removal.

→ Motion to advertise in the newspaper for snow removal subcontractors using the same ad as last year.

Motion: Wilhelmy

Second: Greene

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

→ Rozum reviewed the status of seasonal help. Currently, the department is down to one seasonal employee. He would like to continue using a seasonal employee through winter and then increase from one to two seasonal employees in May.

→ Walsh noted that he received multiple complaints about the road work being done in the area of Patton Ave and Jay Lane. The complaints, amongst other things, noted the unusual process being used to curb and apron driveways.

ITEM #15: Public Comment

→ No public comments were made.

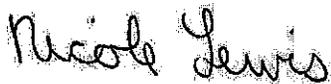
ITEM #16: Adjournment

→ Motion to adjourn at 8: PM.

Motion:Second:

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

Respectfully submitted,



Nicole Lewis