



Seymour Public Works Department

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Dennis G. Rozum
Director

Board of Public Works Regular Meeting
Monday, January 9, 2012 at 7:00 PM
Public Works Garage

Members present: Chairman Sean Walsh, Vice-Chairman Wayne Finkle, Secretary Phil Wilhelmy (left 8:33), Al Bruno (arrived 7:25), John Putorti

Members not present: --

Others present: Ed Bomba, Kelly Cashman, Robert Koskelowski, Jr., Michael Laban, Dennis Rozum, Craig Stevens

- Sean Walsh opened the meeting at 7:00 PM

ITEM #1: Salute to the flag

ITEM #2: Approve minutes of December 12, 2011 regular meeting

→ Motion to approve minutes of December 12, 2011 regular meeting without alteration.

Motion: Phil Wilhelmy Second: Wayne Finkle

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

ITEM #3: Public comment

→ Mike Laban, a Public Works employee, addressed a safety concern. He explained that this was not a grievance procedure and that he was here strictly in the name of safety. He stated that last month the department had a safety meeting which addressed the use of different respirators for different jobs. This safety meeting caused a department employee, Ed Bomba, to recall that he was asked to spray an unknown substance on July 27, 2011. About two hours afterwards the employee's skin became hot, itchy, and rashy. He left work to take a shower, but the recent safety meeting has caused this employee to be concerned about potential long-term health effects of this incident. An accident report was filed. A grievance was also filed in order to get further information about the substance. In the response to the grievance, the name of the chemical sprayed, glyphosate, was identified. Glyphosate is sold commercially under the name Round Up or Eraser. Laban stated that he investigated this chemical and its potential risks and discovered that a mask should be worn when spraying the chemical and that it should not have been sprayed with a wand. Laban stated that the bottom line is he would like to see the Board address this safety issue by drafting a written policy regarding who can handle and mix chemicals and when and how safety equipment should be provided. Laban produced the Material Safety Data

Sheet and a fifteen-page article on the chemical make-up of glyphosate along with the official grievance form and information from 3M about a particulate respirator for the Board.

→ Motion to add safety concern for chemical handling to the agenda.

Motion: Phil Wilhelmy Second: Wayne Finkle

Vote – Yes: 4, No: 0, Abstain: 0

Added Item: Safety concern for chemical handling

→ A continuation of the safety issue raised during public comment continued. Wilhelmy asked if the employee was seen by a doctor. He stated that if future complications are the primary concern then a baseline of health needs to be established. Laban stated that the employee had not been to a doctor and that without the exact chemical make-up known it would be difficult for a doctor to do the proper blood work.

→ Finkle asked if a license is needed to apply this particular chemical. Walsh asked if the container was sealed when the employee received the product. Robert Koskelowski, Jr., another department employee, stated that he had prepared the chemical using the product guidelines – 3 ounces of the product to one gallon of water. A product called Ground In, an add-in to make the product adhere to plants, was also mixed in. Finkle then asked why the employee waited so long to file the grievance – the grievance was filed in December 2011 and the incident occurred in July 2011. Bomba stated that he hadn't realized the potential safety concern until the safety meeting in December. Kelly Cashman, a representative from the union, stated that the union wants to ensure proper training, licensing, and equipment is provided to employees.

→ Stevens suggested just using a sub-contractor to spray because it wouldn't cost much more and would absolve the town of liability. Finkle addressed department employees that were present saying that they should not be afraid to refuse jobs because of health concerns. Wilhelmy raised the issue of "tailgate talks" in which supervisors meet with employees at the start of each work day to review the day's jobs and any associated risks. Wilhelmy suggested forming a sub-committee to establish a written safety procedure.

→ Motion to appoint a sub-committee to establish a safety procedure.

Motion: Phil Wilhelmy Second: Wayne Finkle

Vote- Yes: 5, No: 0, Abstain: 0

The sub-committee will consist of Phil Wilhelmy, Dennis Rozum, Craig Stevens, Robert Koskelowski, Jr., and Mike Laban. They will meet Thursday, January 19th at 6:30 at the Public Works Garage and Monday, February 13, 2011 at 6:00 at the Public Works Garage. Walsh stated that until a safety procedure is put in place common sense prevails. Employees should be provided with MSDS sheets for any chemicals they are asked to use and err on the side of caution with chemical handling.

ITEM #4: Financial update

→ Rozum stated that the trees account is an issue. Rozum said that he spoke with the Finance Director and a meeting is planned to discuss transfers and finding funds for the trees, overtime, and

communications accounts. Walsh asked about FEMA reimbursements. Rozum said he has heard that the state received the reimbursements and he is awaiting disbursement to towns. Walsh asked about the maintenance account. Rozum said that the rack-body dump hinge has a crack. It is still being determined whether the crack can be repaired with a weld or if it will need to be replaced, so the repair cost is unknown at this time. Rozum also stated that he heard that FEMA will cover up to 70% of the cost of a chipper. He looked into the cost of a chipper and has paperwork prepared once the applications are released from FEMA.

ITEM #5: Vehicle update

→ Rozum stated that pretrip sheets are being filled out by everyone. Copies are kept in each truck and completed pretrip sheets are submitted to Rozum. Any serious safety issues documented on pretrip sheets are addressed immediately. Cosmetic issues will be handled in time.

→ Rozum spoke with the First Selectman regarding a paper system for repair records. Rozum said that he is trying to come up with a form that will be useful to the department. He is also trying to ensure that when parts are picked up, the person picking up the parts leaves with a copy of the receipt, which can then accompany the repair order. Rozum will further information on repair records and parts receipts at the next meeting.

→ Finkle asked Rozum for an updated master list of vehicles and equipment. Rozum provided the Board with a master list. Wilhelmy asked if it would be possible for Rozum to rate each vehicle on the list on a scale of 1 to 5 to allow the Board to gauge the department's most pressing needs. Bruno noted that the list provided was two years old as indicated by the date printed on the list. He asked if it would be possible for Rozum to provide up-to-date mileage. Rozum will rate the vehicles and update the mileage for the next meeting. Walsh asked Rozum if he has a list of small equipment. Rozum said that he would get it from the Parks department for next meeting. Wilhelmy said that as much data on vehicles should be collected as possible to provide to the Board of Selectmen when requesting items in the future.

ITEM #6: Transfer station update

→ Rozum said additional fencing was done around the overflow container, metal bins, and from the building to the hopper. He stated that he is looking into some kind of barrier to protect the safety switch. Tub grinding was done and the brush pile is totally gone.

ITEM #7: Work performance update

→ Rozum presented the Board with a list of work performed over the past month. Walsh said that he had a request from a resident that the downed tree at Broad Street Park be removed. Walsh also asked about the status of the tennis courts at French Park. Rozum said that the site work was done and in spring they would be paved.

ITEM #8: Mathies Grant discussion

→ Rozum asked for the Board's input on town needs that might be covered by Mathies grants. Applications are due May 1, 2012, but the town asked that all proposed ideas are submitted by January 13, 2012 for review. The Board proposed the following ideas for submissions: safety equipment, joined

trash/recycling bins for parks, garage doors and a kitchen remodel for the Town Garage, park lighting, a screener for composting, and a set of bleachers.

ITEM #9: Winter subcontracting

→ Rozum said that he got information on how other towns handle winter subcontracting. He provided the Board with information from Derby, Oxford, and Prospect. The Board also discussed the State of Connecticut's requirements for winter subcontractors. They discussed insurance liability requirements, vehicle/equipment requirements, and what materials would and would not be provided. A decision was made to advertise separate Requests for Quotes (RFQs) – one for a small truck with a plow and sander and one for a large truck with a plow and sander. Rozum will draft the specific policy and then submit it to the First Selectmen and Town Counsel for review.

ITEM #10: Executive session (if necessary)

→ Executive session was not deemed necessary.

ITEM #11: Transfers (if necessary)

→ Transfers were not deemed necessary.

ITEM #12: Other business

→ Walsh said that he spoke with the First Selectman regarding obsolete equipment at the Town Garage. Rozum will put together a list of old and obsolete equipment and vehicles to see what their trade-in or sale value might be.

→ Rozum stated that the roof, ceiling, and furnace repairs were completed. The wiring in the breakroom is in the works and a soap dispenser is still needed. The town custodian is still coming monthly, though Rozum was informed he would be coming weekly.

ITEM#13: Adjourn

→ Motion to adjourn at 8:45 PM.

Motion: Wayne Finkle Second: John Putorti

Vote – Yes: 4, No: 0, Abstain: 0

Respectfully submitted,



Nicole Knott