



Seymour Public Works Department

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Dennis G. Rozum
Director

COPY RECEIVED
DATE: 5/17/12
TIME: 3:00 pm
TOWN CLERK'S OFFICE

Board of Public Works Regular Meeting Monday, May 14, 2012 at 7:00 PM Public Works Garage

Members present: Chairman Sean Walsh, Vice-Chairman Wayne Finkle, Al Bruno, John Putorti

Members not present: Phil Wilhelmy

Others present: Robert Koskelowski, Jr., Michael Laban, Dennis Rozum, Larry Secor, Craig Stevens

ITEM #1: Call meeting to order

→ Sean Walsh opened the meeting at 7:00 PM

ITEM #2: Pledge of Allegiance

ITEM #3: Public comment

→ Larry Secor, Senior Environmental Project Manager at Nafis and Young, spoke about two issues – items that need to be corrected at the transfer station and water sampling. Secor stated that he already spoke with Rozum about the transfer station, but is bringing the issue to the Board's attention as well. A container is leaking oil and needs to be replaced, an old oil tank as well as some other large pieces of metal need to be removed, and a section of the compactor needs to be welded. He stated that inspectors will not be as lenient regarding these issues when they return for a second inspection. He gave a timeline of a month for addressing these issues. With regard to water sampling, Secor stated that getting samples has been difficult this year because the rain hasn't been cooperative. Craig Stevens has helped out with sampling in the past but Secor is willing to resume full responsibility for sampling. He also stated that catch basin labeling needs to be finished as does mapping of daylight outfalls. He noted that it is important to get brochures to residents in areas as catch basin labeling is done to spread awareness. Secor also informed the Board that the salt shed is not up to current code. Although it was constructed prior to new codes going into effect, he stated that retro work should be done to seal and secure the bottom of the shed to prevent leak out at some point.

ITEM #4: Approval of Regular Meeting Minutes April 9, 2012

→ Motion to approve minutes of April 9, 2012 regular meeting without alteration.

Motion: Wayne Finkle Second: Al Bruno

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

ITEM #5: Update from PPE Committee

→ Robert Koskelowski, Jr. stated that additional items were added to the Pesticide Application Checklist following discussion and that the PPE committee voted on and approved the checklist at its meeting tonight. The checklist is now brought before the Public Works Board. Koskelowski stated that he also spoke with a representative from the D.E.P, who said that he is willing to come to the Public Works Garage to train and test all employees in pesticide application. He will call back with the dates that he is available. The training/testing will be free of charge.

→ Motion to add approval of PPE policy written by PPE sub-committee to agenda.

Motion: Wayne Finkle Second: John Putorti

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

→ Approve document titled "Town of Seymour Pesticide Application Checklist" as presented.

Motion: Al Bruno Second: Wayne Finkle

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

ITEM #6: Financial update

→ Rozum noted that the Overtime account is in the negative. He will prepare a transfer to be voted upon by the Board at next month's meeting. Before next month's meeting, he will also determine if more money is needed in the repairs and maintenance and highways accounts so if transfers are needed in these areas they can all be done at once. Finkle suggested moving money into the trees account as well as accounts to purchase parts and materials to repair equipment, such as brushes for the sweeper.

→ Walsh reminded the Board that the next budget referendum in this Thursday, May 17.

ITEM #7: Transfer station update

→ Rozum restated the items mentioned by Larry Secor during Public Comment saying that an old oil tank needs to be removed, a replacement container is needed for the one currently leaking oil, and debris behind the compactor needs to be cleaned. He noted that ADS always cleaned this area, but the current contracted company, Winter Brothers, does not. He will speak with Winter Brothers about this. Rozum reminded the Board that the recycling contract goes out to bid tomorrow and the municipal waste contract will go out to bid in August.

ITEM #8: Vehicle update

→ Rozum gave Walsh a copy of a summary of all the vehicles based upon his meeting with the department mechanic last Friday. Walsh stated that he did an audit of all of the maintenance records provided through April 1, 2012 and gave an overview of the results to the First Selectman. He also shared his findings with the Board. The Board noted that the department mechanics need to be more vigilant with tracking mileage, dates, and parts costs. Bruno asked if there is a deadline by which the town must be compliant with federal regulations. Rozum explained that as repairs are done and documented compliance is building. Rozum also stated that he will purchase books from Fleet Pride to hold repair records. Currently, three vehicles are deadlined – two are being repaired and one with squeaking, but still functional brakes, will be brought in tomorrow.

→ Walsh presented the Board with the newest proposal of the Board's five year package as part of the town's capital plan. It is basically the same as the last one, but was resubmitted with an updated date.

ITEM #9: Work performance update

→ Rozum presented the Board with a list of work performed during the past month. Bruno asked about item #7 on the list, "move computers." Rozum stated that employees picked up old computers from Town Hall and brought them to the transfer station.

→ Walsh asked how downtown cleaning on Thursday was going. Rozum said that it is going well.

→ Finkle noted that the parks look good, but asked what the status of the materials sitting on the field at the old middle school was. Rozum said that Haynes delivered the incorrect material and once the department moved this material Haynes would deliver the correct material. Secor noted that he can sample any soil donated for fields, but stated that commercially purchased soil does not need to be tested.

→ Walsh stated that he went to a Parks and Recreation meeting and a complaint was raised about the number of garbage cans and their placement at Gary Park. Rozum will move the cans around so that they are available in more areas of the park.

→ Finkle asked about the status of the Matthies Grant. Rozum still hasn't heard anything.

ITEM #10: Discussion and review on applicants for summer help, take action

→ Rozum presented the Board with the applications received for summer help. Walsh asked if all applicants currently have a driver's license. Rozum said that status of driver's licenses and background checks would be done prior to recommending applicants to the Board of Selectmen.

Motion to accept recommendations from Director of Public Works, provided background check and license check are acceptable, and forward recommendations to the Board of Selectmen.

→ Motion: John Putorti Second: Wayne Finkle

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

ITEM #11: Discussion on suggestions for Charter Revision Committee

→ Walsh presented the Board with a proposed suggestion for revision to the section of the town charter that pertains to the Public Works Board. Walsh explained that he essentially took the two body paragraphs of the Police Commissioner's section and modified them to be applicable to the Public Works Board.

→ The Board discussed the proposal and made suggestions.

Motion to make the following changes: reverse the language of the second sentence of the first paragraph to read "one member of the Board of Selectmen shall be a member of the Board of Public Works," eliminate "and to the approval of the Board of Finance" from the end of the second paragraph, add "but only in emergency situations where such is beyond the capacity of the Public Works department" to the end of the last sentence of the third paragraph, and revise the third paragraph of section 10-10 to eliminate the section reading "required by the Parks Commission and approved by the

Board of Public Works" as this item will now be addressed in the fifth paragraph of the submitted proposal.

→ Motion: Al Bruno Second: John Putorti

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

ITEM #12: Executive session (if necessary)

→ Executive session was not deemed necessary.

ITEM #13: Transfers (if necessary)

→ Transfers were not deemed necessary.

ITEM #14: Other business

→ No other business was discussed.

ITEM #15: Public comment

→ No comments were made.


ITEM #16: Adjournment

→ Motion to adjourn at 9:00 PM.

Motion: John Putorti Second: Al Bruno

Vote – Yes: 4, No: 0, Abstain: 0

Respectfully submitted,



Nicole Knott