



## Seymour Public Works Department

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Dennis G. Rozum  
Director

Board of Public Works Regular Meeting  
Monday, October 17, 2011 at 7:00 PM  
Public Works Garage

Members present: Chairman Sean Walsh, Vice-Chairman Wayne Finkle, Secretary Stephen Cochran, Karl Trybus

Members not present: John Putorti

Others present: Kevin Brown, Robert Koskelowski, Jr., Dennis Rozum

- Sean Walsh opened the meeting at 7:00 PM

### ITEM #1: Salute to the flag

### ITEM #2: Approve minutes of September 12, 2011 Regular Meeting

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

Motion: Karl Trybus Second: Stephen Cochran

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

Motion to add approval of September 19, 2011 special meeting minutes to the agenda.

→ Motion: Stephen Cochran Second: Wayne Finkle

Vote – Yes: 4, No: 0, Abstain: 0

Motion to approve minutes of September 19, 2011 special meeting without alteration.

→ Motion: Stephen Cochran Second: Wayne Finkle

Vote – Yes: 3, No: 0, Abstain: 1 (Karl Trybus)

### ITEM #3: Public comment

→ Dennis Rozum thanked Sean Walsh for investing so much time in putting together quotes for the possible purchase of a loader and truck. Rozum reminded all present of the special meeting being held to vote on these possible purchases tomorrow night in the Drummer Room at Town Hall at 7 pm.

### ITEM #4: Financial update

→ Sean Walsh asked why the funding for the roof repairs was transferred into a department account and not into the town's building maintenance account. Rozum said it wasn't – the funding was transferred into a town capital account.

→ Rozum noted that the overtime account was low, but that the department applied for FEMA reimbursement.

→ Stephen Cochran asked how internal transfers from department to department are done. Walsh used the fuel account as an example and said transfers are done periodically based upon usage.

→ Rozum stated that a separate account has not yet been created for heavy equipment pay, but he continues to pursue it.

→ Finkle asked how LOCIP money is used. Rozum said that this year it was partially used to pay for a new salt shed and that in years past it is been paired with town funding to complete large projects like repair/repave roads, chip-seal roads, and do road line painting. Rozum noted that LOCIP money can be used only infrastructure/road repairs and that there is a process in place for spending LOCIP money – a recommendation must be made to the Board of Selectmen in the form of a letter only after determining if the proposal meets LOCIP requirements. The Board would like to put together a list of recommended projects to present to the Board of Selectmen.

#### ITEM #5: Vehicle update

→ Finkle asked for an update on a vehicle from the police department. Rozum said that the motor is shot and that he is waiting until near the end of the fiscal year to see if there is funding before repairing it.

→ Rozum said the vehicles are currently being prepped for winter.

→ Walsh asked if any work has been subbed out. Rozum said that nothing has been outsourced and that everything is currently working.

→ Finkle asked if the guys are given time to wash and wax their vehicles. Rozum said that fall is a busy time of year, but has is hoping to have one guy each day detail a truck in the winter and then more time would be given again in the spring.

→ The Board then discussed the options for the loader and truck being voted on tomorrow night by town residents. Walsh asked the three employees present for their preferences/opinions. Walsh then reviewed the spec sheets for various machines being considered. The Board then discussed looking into the cost of purchasing an extended warranty.

#### ITEM #6: Transfer station update

→ Rozum said that fencing is done and millings and compost have been screened. Winters Brothers fixed an electrical problem with the compactor.

→ Walsh asked if lines can be painted for lanes leading to the hopper. Rozum said the area will be milled and painted. Walsh then followed up with an issue involving a dead tree that had fallen on another tree that he spoke with Craig Stevens about. Rozum said that he spoke with a contractor today and that the problem was being handled.

#### ITEM #7: Work performance update

→ Rozum presented the Board with a list of work performed during the past month.

→ Trybus asked item #11 on the list – Canfield Drive. Rozum said the work was done and that the job just needed to be curbed.

→ Walsh asked about the guardrails at the bottom of Patton Ave. Rozum said LOCIP money will be used to repair the guardrails.

→ Walsh asked if the department was finished cleaned damage done during Hurricane Irene. Rozum said the department is still repairing potholes and picking up fallen tree branches.

→ Walsh also asked about the progress of the new salt shed being built. Rozum said it will be completed in about 5 more days.

→ Walsh then asked about the new furnace, roof and door repairs, and the generator. Rozum said the furnace was being worked on today and that the roof repairs will be starting November 14. He received a quote on repairing the generator and is trying to find an exact match door to be able to use the same frame.

→ Walsh asked about first aid kits and safety training. Rozum said that the first aid kits were in his office and ready to be distributed to employees tomorrow and that he is going to look into bloodborne pathogen training for the department. Rozum also noted that the department is up-to-date on OSHA requirements in all areas including the transfer station and town parks.

→ Rozum noted that hay bales and reflective cones set up for safety around a job site on Canfield Road were stolen.

ITEM #8: Executive session (if necessary)

→ Executive session was not deemed necessary.

ITEM #9: Transfers (if necessary)

→ Transfers were not deemed necessary though Walsh noted that a transfer for tree removal was done by Rozum without consulting the Board first. He reminded Rozum that transfer requests must be brought to the Board's attention unless the transfer is deemed an emergency.

ITEM #10: Other business

→ The Board discussed subcontractor availability for snow removal. Walsh got the state's pamphlet of requirements for winter snow removal subcontractors as a reference. The Board discussed going out to bid of various proposed scenarios. The Board will write a policy, take it to the Board of Selectmen, and then vote on the policy next month.

→ Walsh said the First Selectmen also the department to establish a policy for drivers to identify problems, such as line-of-sight obstructions, along their winter plow routes. Rozum will discuss this further with the First Selectman.

ITEM #11: Adjourn

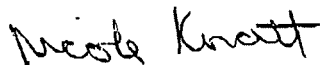
→ Motion to adjourn at 9:14.

Motion: Stephen Cochran

Second: Karl Trybus

Vote – Yes: 4, No: 0, Abstain: 0

Respectfully submitted,



Nicole Knott