

**Town of Seymour  
Board of Public Works**

**Minutes**

**Special Meeting  
Monday, September 19, 2011 at 7:00pm  
Public Works Garage**

**COPY RECEIVED**  
**DATE:** 9/27/11  
**TIME:** 4:30 PM  
**TOWN CLERK'S OFFICE**

**Members Present:** Sean Walsh, Steve Cochran and Wayne Finkle

**Others Present:** Paul Roy, Dawn Valeski, Jim Wynne and Craig Stevens

**Call Meeting to order**

The Chairman, Sean Walsh, called the meeting to order at 7:02pm.

**Item #1 – Pledge of Allegiance**

Everyone saluted the Flag and recited the Pledge of Allegiance.

**Item #2 – Transfers**

Motion to accept Transfer #03—Public Works transfer from Fund Balance to Public Works Roof in the amount of \$90,000.00.

Motion: Steve Cochran

Second: Wayne Finkle

Discussion with Jim Wynne from DiGiorgi Roofing and Siding regarding the method of repair for the roof on the Public Works building. Letter from Nafis & Young read recommending roof replacement.

Yes: 3

No: 0

0: Abstain

**Item #12 – Adjournment**

Motion to adjourn

Motion: Wayne Finkle

Second: Steve Cochran

Yes: 3

No: 0

0: Abstain

Meeting was adjourned at 7:35pm.

Submitted by:

Sean Walsh

Board of Public Works

# Town of Seymour Transfer Request

FY 2011-2012

## DEPARTMENTAL TRANSFER REQUEST

Control #  
Date

3

**DEPARTMENT:** Public Works

**AUTHORIZED PERSON:** Sean Walsh

**AMOUNT REQUESTED:** \$ 90,000.00

### ACCOUNT NUMBERS

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ACC. LINE ITEM TITLE	FROM	AMOUNT	TO	AMOUNT
Fund Balance	E-001-253-9999-400-000	\$ 90,000.00		
Public Works Roof			1-001-410-1950-530-868	\$ 90,000.00
		<u>\$ 90,000.00</u>		<u>\$ 90,000.00</u>

### PLEASE GIVE DETAILED EXPLANATION (attach separate sheet if necessary)

To repair leaking roof on the Public Works Garage and install a transfer switch for using the emergency generator

### REQUIRED APPROVALS

CORRESPONDING BOARD OR COMMISSION

DATE: 9/19/11

INITIAL: SW

BOARD OF SELECTMEN:

DATE:

INITIAL:

BOARD OF FINANCE:

DATE:

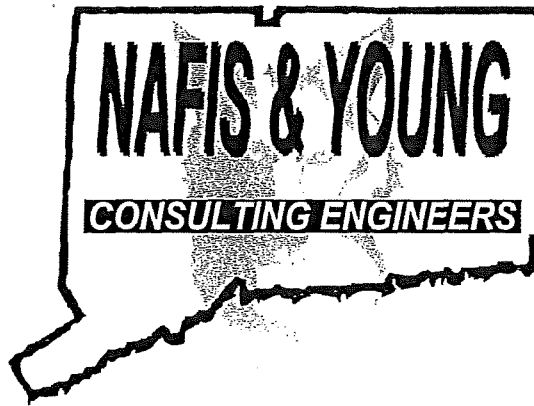
INITIAL:

TOWN MEETING [If required]

DATE:

INITIAL:

When complete please forward to the Finance Department



*Leslie G. Nafis, P.E., L.S.  
Allan S. Young, P.E.  
James H. Galligan, P.E.  
David L. Nafis, P.E., L.S.  
Lawrence K. Secor, CHMM  
Jonathan C. Harriman, P.E.  
Mr. Edward J. Robarge, P.E.  
Mr. Eric V. Swift, CHMM*

September 19, 2011

Mr. Paul Roy  
First Selectman  
Town of Seymour  
1 First Street  
Seymour, CT 06483

Re: Seymour Public Works Garage

Dear Mr. Roy:

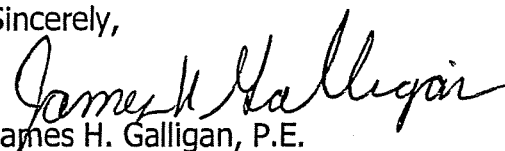
This office performed a physical inspection of the existing roof at the Seymour Public Works Garage. We offer the following:

1. The entire roof system is in a state of disrepair. Several of the roof panels show significant signs of rust, both on the flat panel sections and at the connections. There are numerous leaks in the roof due to rust thru holes, through which outside light can be seen. The leaks in the roof affect all aspects of the Public Works operation from maintenance operations and kitchen facilities to emergency communications in the control room.
2. The structural supports appear to be in good condition. The beam and column system are sound and show little to no sign of deterioration. The girts and flanges are also in good condition.

Based on the above observations and physical inspections, Nafis and Young Engineers, Inc. recommends replacement of the entire roof panel system.

If you have any questions, please contact me at 203-314-8041.

Sincerely,

  
James H. Galligan, P.E.  
Town Engineer of Seymour  
Nafis & Young Engineers, Inc.

CIVIL ENGINEERING

ENVIRONMENTAL SERVICES

LAND SURVEYING

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