

**Seymour Public Works Department**

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DATE: 6/16/11  
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Dennis G. Rozum  
Director

Board of Public Works Regular Meeting  
Monday, June 13, 2011 at 7:00 PM  
Public Works Garage

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

Members not present: Secretary Stephen Cochran, Karl Trybus

Others present: Robert Koskeloski, Jr., Joseph Millak, Rita Millak, Dennis Rozum, Craig Stevens

- Sean Walsh opened the meeting at 7:00 PM

ITEM #1: Salute to the flag

ITEM #2: Approve minutes of May 9th, 2011 Regular Meeting

→ Motion to approve minutes of May 9th, 2011 regular meeting without alteration.

Motion: John Putorti Second: Wayne Finkle

Vote- Yes: 3, No: 0, Abstain: 0

ITEM #3: Public comment

→ Joseph and Rita Millak of 13 Patton Avenue stated that the guardrails near their home, which sits on Sochrin's Pond, are in need of repair. Mr. Millak stated that he sent an email to the First Selectman in October of last year and then emailed the First Selectman again last month regarding this issue. He was told that the matter was in Public Works' hands. This was the first time the Board was made aware of the issue.

→ Robert Koskeloski, Jr. asked when the equipment replaced with cleaner equipment through a grant is going to be disposed of. He stated that per the grant the old equipment must be returned within 60 days. Rozum stated it will be handled soon.

ITEM #4: Financial update

→ Walsh asked if Rozum found answers to the financial questions raised at last month's meeting during the financial update. Rozum said he requested and received a report on the journal entries for the accounts in question. He said that the confusion came as a result journal entries not being posted after every payroll. Rozum also stated that in the process of looking into the account discrepancies he discovered that the town hall custodians' overtime for snow removal was being drawn from the department's account despite the fact that the custodians regular salary comes from the town's Building

Maintenance account. Walsh will draft a letter to the Board of Finance to find out why this is. The discrepancy from the other two accounts was due to longevity pay.

→ Rozum also stated that money was appropriated into accounts awaiting reimbursement for snow removal from FEMA. He said once the reimbursement arrives, the money will go back into the general fund.

#### ITEM #5: Vehicle update

→ Rozum stated that a Sterling is back at Tracy's garage for warranty work on the rear end.

→ Rozum also said that the department will be receiving an SUV that is no longer is used by the police department. Walsh questioned why the department would be receiving the SUV rather than a pick-up truck and recommended Rozum draft a letter to the chief of police requesting the pick-up truck in writing.

→ Motion to draft a letter to the police department and the First Selectman requesting the pick-up truck.

Motion: John Putorti

Second: Wayne Finkle

Vote – Yes: 3, No: 0, Abstain: 0

→ The Board then discussed old equipment being stored at the department. Walsh advised Rozum to put together a list for next month's meeting of obsolete vehicles and equipment recommended for disposal.

→ Motion to have Dennis Rozum put together a list of obsolete vehicles.

Motion: John Putorti

Second: Wayne Finkle

Vote – Yes: 3, No: 0, Abstain: 0

#### ITEM #6: Transfer station update

→ Rozum stated that the roof on the transfer station, which was damaged by a recent fire, was repaired. The transfer station was closed for two days due to the fire. There was also damage the scale monitor. Action Scale brought in a temporary monitor and a new system, which will be submitted through insurance, is on order.

#### ITEM #7: Work performance update

→ Rozum presented the Board with a list of work performed over the last month.

→ Finkle asked about trenches dug around the monument at French Park. Rozum said that students from Emmett O'Brien are doing the wiring for lighting and waiting for the lights to come in. Walsh asked if the playscape at French Park was finished. Rozum said that the sand and mulch are all done and the volleyball courts are being worked on right now.

→ The Board also discussed vacation time, which was listed on the work performance update as being "heavy." Rozum said he has discussed the issue with the First Selectman but nothing ever came of the conversation. Walsh recommended implementing a policy of permitting no more than two employees to take vacation time simultaneously unless previously approved. Per the contract, management has the right to limit vacation time usage.

→ Motion to add discussion of guardrails at 13 Patton Avenue to agenda.

Motion: John Putorti Second: Wayne Finkle

Vote – Yes: 3, No: 0, Abstain: 0

→Stevens stated that decorative wood guardrails would be too expensive (about \$4,000). Walsh asked if the materials for a post and cable guardrail are on hand. Rozum or Stevens will look into it tomorrow and then schedule a work order. They will also look into wooden guardrails on the turn going up Patton Avenue that the Millak's reported as being damaged by snow removal this winter.

ITEM #8: Executive session (if necessary)

→ Executive session was not deemed necessary.

ITEM #9: Transfers (if necessary)

→ None

ITEM #10: Other business

→ None

ITEM #11: Adjourn

→ Motion to adjourn at 8:00 PM.

Motion: John Putorti Second: Wayne Finkle

Vote – Yes: 3, No: 0, Abstain: 0

Respectfully submitted,



Nicole Knott