



Dennis G. Rozum
Director

Seymour Public Works Department

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COPY RECEIVED
DATE: 1/13/11
TIME: 8:21 AM
TOWN CLERK'S OFFICE

Board of Public Works Regular Meeting
Monday, January 10, 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., Mike 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 regular meeting on December 13, 2010

→ Motion to approve minutes of December 13, 2010 meeting with alteration to the second topic under item #12. The second sentence should read as follows: Rozum said that *Town Council* advised against the use of subcontractors for snow plowing.

Motion: Wayne Finkle Second: Stephen Cochran

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

ITEM #3: Public comment

→ Robert Koskelowski, Jr., a department employee, noted that he has observed a problem with residents moving snow from their property into roads after the roads have already been plowed. This creates a safety concern. He asked if it would be possible to put a post in the newspaper or on the town's website to remind residents of the town ordinance regarding moving snow into roadways.

→ Mike Laban, also a department employee, asked that Board members attend the capital projects meeting tomorrow night at 7:00 PM if possible to show support for the department.

ITEM #4: Correspondence

→ Walsh read a letter he received from the First Selectman's office regarding the proper handling of Freedom of Information requests. Rozum noted that an F.O.I. class will be held at the police department at 7:00 PM on January 19th for anyone interested in further information.

ITEM #5: Financial update

→ Rozum stated that presently everything is sound. The department has approximately 200 tons of salt in stock with another 200 tons on order. He noted the cost of the order was roughly \$17,000.

→ Walsh asked for a cost breakdown of the two recent storms. Rozum stated that the storm at the end of December cost roughly \$50,000: \$37,000 in raw labor (90 hours of regular time, 112 hours at time and a half, 490 double time hours), \$11,000 in material, and \$2,600 in fuel costs. Rozum stated that the January 7th storm cost roughly \$21,700: \$8,900 in labor, \$11,350 in materials, \$700 in fuel, and \$700 in vehicle repairs). Rozum stated that trucks were also sent out on the morning of Sunday, January 9th at total cost of \$3,000.

→ The department will be reimbursed \$5,300 from the Board of Education for plowing. The money will go directly into the salt account. Cochran and Walsh both informed Rozum that the state is giving away sand. Rozum will look into the matter.

ITEM #6: 2011-2012 budget discussion

→ Rozum presented the Board with a budget worksheet packet. The Board went through the worksheet and made the following motions.

Motion to increase the director's salary by 2% to \$69,858.78.

→ Motion: Wayne Finkle Second: Stephen Cochran Vote – Yes: 4, No: 0, Abstain: 0

Motion to increase the foreman's salary 2% over accurate current salary.

→ Motion: Wayne Finkle Second: Karl Trybus Vote – Yes: 4, No: 0, Abstain: 0

Motion to leave overtime line item the same as the current year (\$32,000).

→ Motion: Wayne Finkle Second: Stephen Cochran Vote – Yes: 4, No: 0, Abstain: 0

Motion to leave other employee benefits/longevity line item the same as the current year (\$21,733).

→ Motion: Wayne Finkle Second: Stephen Cochran Vote – Yes: 4, No: 0, Abstain: 0

Motion to increase professional services – contractors line item to \$2,000.

→ Motion: Karl Trybus Second: Stephen Cochran Vote – Yes: 4, No: 0, Abstain: 0

Motion to increase the snow plowing line item by 33% to \$150,000.

→ Motion: Wayne Finkle Second: Stephen Cochran Vote – Yes: 4, No: 0, Abstain: 0

Motion to increase the trees line item by 25% to \$20,000.

→ Motion: Wayne Finkle Second: Stephen Cochran Vote – Yes: 4, No: 0, Abstain: 0

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→ Motion: Wayne Finkle Second: Stephen Cochran Vote – Yes: 4, No: 0, Abstain: 0

Motion to increase the trees line item by 25% to \$20,000.

→ Motion: Wayne Finkle Second: Stephen Cochran Vote – Yes: 4, No: 0, Abstain: 0

Motion to leave the repairs and maintenance line item the same as the current year (\$55,000).

→ Motion: Wayne Finkle Second: Stephen Cochran Vote – Yes: 4, No: 0, Abstain: 0

Motion to leave the communications/telephones line item the same as the current year (\$8,400).

→ Motion: Wayne Finkle Second: Stephen Cochran Vote – Yes: 4, No: 0, Abstain: 0

Motion to leave the general supplies – catch basins line item the same as the current year (\$8,000).

→ Motion: Wayne Finkle Second: Karl Trybus Vote – Yes: 4, No: 0, Abstain: 0

Motion to increase general supplies by 25% to \$3,000.

→ Motion: Wayne Finkle Second: Stephen Cochran Vote – Yes: 4, No: 0, Abstain: 0

Motion to leave the clothing line item the same as the current year (\$12,075)

→ Motion: Wayne Finkle Second: Karl Trybus Vote – Yes: 4, No: 0, Abstain: 0

Motion to leave the electricity line item the same as the current year (\$22,000).

ITEM #8: Transfer station update

→ Rozum said that the drainage issue at the transfer station was addressed. Rozum also said that signs regarding the e-waste collection policies were made and will be posted.

ITEM #9: Work performance update

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

ITEM #10: Visitor policy

→ Rozum showed the Board new signage (with hours of operation and directional arrows) for the department garage.

ITEM #11: Approve transfers (if necessary)

→ No transfers were deemed necessary at this time.

ITEM #12: Executive session (if necessary)

→ Executive session was not deemed necessary at this time.

ITEM #13: Other business

Motion to add conversation regarding individuals putting snow back on roads during winter storm plowing to agenda.

→ Motion: Karl Trybus Second: Wayne Finkle

Vote – Yes: 4, No: 0, Abstain: 0

→ Rozum said if drivers observe individuals putting snow in the roads they should report it immediately to either himself or Craig Stevens, who will then handle the matter with the police department. The Board advised Rozum and Stevens to document all reported incidents of snow being put in the roads.

→ Finkle suggested a parking ban on the business side of Main Street to help ease plowing. Rozum said that currently there is a parking ban in effect from midnight through 6:00 AM. Walsh suggested looking into changing this to a 24 hour parking ban during snow events.

Motion to have Dennis Rozum discuss amending and enforcing parking ban during snow storms with the police department and to look into signs banning parking on Main Street during winter storms.

→ Motion: Wayne Finkle Second: Stephen Cochran

Vote – Yes: 4, No: 0, Abstain: 0

→ Mike Laban praised the Sterling for how well it handled during the storm.

→ The Board also discussed the town capital purchases plan as it relates to the department. The order of purchases over the five year period was discussed and the question was raised as to whether the funds can be used to purchase used vehicles and equipment. Rozum will check on both matters.

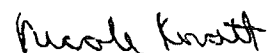
ITEM #14: Adjourn

→ Motion to adjourn at 9:45 PM.

Motion: Wayne Finkle Second: Karl Trybus

Vote – Yes: 4, No: 0, Abstain: 0

Respectfully submitted,



Nicole Knott