

COPY RECEIVED
DATE: 3/10/15
TIME: 2:20 PM
TOWN CLERK'S OFFICE



Dennis G. Rozum
Director

Seymour Public Works Department
721 Derby Avenue
Seymour, Connecticut 06483
Tel. (203) 735-5838
Fax (203) 734-5713

Board of Public Works Regular Meeting
Monday, March 9, 2015 at 7:00 PM
Public Works Garage

Members present: Chairman Sean Walsh, Vice-Chairman Wayne Finkle, Secretary Phil Wilhelmy, Yashu Putorti

Members not present: Len Greene

Others present: Dennis Rozum, Craig Stevens

ITEM #1: Call meeting to order

→ Sean Walsh opened the meeting at 7:01 PM.

ITEM #2: Pledge of Allegiance

ITEM #3: Public Comment

→ No comments were made.

ITEM #4: Approval of Minutes from February 23rd, 2015 special meeting

→ Motion to approve the minutes of the February 23rd, 2015 special meeting without alteration.

Motion: Finkle Second: Putorti

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

ITEM #5: Financial Update

→ Rozum presented the Board with a financial report print-out. He said at tomorrow night's Board of Selectmen special meeting a transfer is expected. Rozum also noted that \$8,000 will be transferred into the repairs and maintenance line item from the Board of Education.

→ Rozum said that 145 tons of salt is on hand. Stevens noted that a difference has been seen between the molasses-treated product and regular salt. The treated product costs \$20 more per ton, but there are fewer call-backs when it is used.

→ Walsh stated that the Board of Finance inquired about the need for more employees in the department. Rozum will draft a letter from the Board of Public Works to the Board of Finance with data on man-hours, departmental staffing needs, and a recommendation for potential new positions. Rozum submitted a similar letter to the Board of Finance last year.

ITEM #6: Discussion on road use line items

→ Rozum stated that the roads are a disaster due to the abnormally cold winter. He said that the roads in the worst condition are also on the list of roads prioritized for repair this spring anyway. The list,

which classifies the urgency of road repairs into one of three categories, will be reviewed and some roads may be reprioritized given damage done this winter.

→ Stevens noted that two trucks were assigned to pot hole repairing today and another 20 tons of cold patch is on its way. The "pot hole killer" truck is scheduled to come to Seymour in June. Walsh asked why cold patch was put in the new truck. Rozum stated that there is funding available through LOCIP if needed for road repairs as well, but he expects the thaw will settle many of the road conditions caused by frost heaves.

→ Stevens asked that Board come to an understanding with Town Hall regarding which sidewalks are plowable. Walsh said that Rory at Town Hall is currently putting together a list of all town-owned sidewalks. Rozum also has a list that he put together. The Board discussed the need for at least one additional machine to handle sidewalk snow removal. Currently, the department only owns one machine for this purpose. Having two would allow the department to dedicate one to each side of town. The Board also discussed sidewalk snow removal by residents. The current ordinance has little impact and many sidewalks in front of residences are not being cleared. Walsh said that the Ordinance Committee is in the process of reviewing these policies.

→ Walsh asked if there is a policy regarding how many hours drivers are on the roads and off during snow storms. Rozum said there is no policy. Walsh asked that Rozum look into other municipalities of the same size to see their policies/programs. Walsh also noted that municipalities must abide by all federal motor carrier laws unless the governor declares a state of emergency.

→ Walsh stated that there is no excuse for the width some roads are being plowed to. Stevens said the department is looking into purchasing wing plows. Rozum will draft a letter to the police department and Board of Selectmen seeking assistance with snow removal in the areas of communication of parking bans and enforcement of bans and addressing of private contractors putting snow in the roads.

ITEM #7: Transfer Station Update

→ Rozum said after the thaw the belt will be put on the tub grinder and grinding will begin. The belt is on hand.

ITEM #8: Vehicle Update

→ Walsh stated that the new truck has some issues, which are covered under warranty. The truck will be going back to the dealership in about three weeks once winter is definitely over.

→ Rozum said the winter has caused miscellaneous damage – brake adjustments and a lot of snow plow welding.

→ Walsh gave an update on the new mason body dump – he will be going to the dealer to hash out the specs sometime in the next week or two. He also said the refurbishment of one of the big trucks, a Freightliner, will go out to bid soon.

→ Rozum got information on bucket trucks. He presented material from Forestry Equipment of Virginia. A bucket truck with a 60ft lift is listed for \$120,000. Finkle asked if there is any special training needed to use a truck like this. Rozum will have a complete report at next month's meeting on the desired truck, licensing and certification requirements, and insurance information.

ITEM #9: Update from Director on establishment of work policies

→ Rozum stated that policies on solid waste, sexual harassment, and employee meetings have been added to the handbook. Employee meetings are now being logged in the book and are ongoing.

ITEM #10: Discussion on employee performance measurement initiative

→ Rozum said that the tracking of work through the new program answered a lot of questions for the Board of Finance.

COPY RECEIVED

DATE:

TIME:

TOWN CLERK'S OFFICE

ITEM #11: Executive Session

→ Executive session was not deemed necessary.

ITEM #12: Transfers (if necessary)

→ No transfers were deemed necessary.

ITEM #13: Other Business

→ No other business was discussed.

ITEM #14: Public Comment

→ There was no public comment.

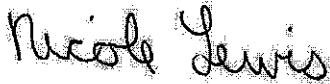
ITEM #15: Adjournment

→ Motion to adjourn at 8:24 PM.

Motion: Putorti Second: Finkle

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

Respectfully submitted,

A handwritten signature in cursive script that reads "Nicole Lewis". The ink is dark and the signature is written in a fluid, connected style.

Nicole Lewis