



Dennis G. Rozum
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COPY RECEIVED
DATE: 5/13/15
TIME: 8:30 AM
TOWN CLERK'S OFFICE

Board of Public Works Regular Meeting
Monday, May 11, 2015 at 7:00 PM
Public Works Garage

Members present: Vice-Chairman Wayne Finkle, Annmarie Drugonis, Yashu Putorti
Members not present: Chairman Sean Walsh, Secretary Phil Wilhelmy
Others present: Dennis Rozum, Craig Stevens, Robert Koskelowski, Jr.

→ Wayne Finkle opened the meeting at 7:02 PM.

ITEM #1: Salute Flag

ITEM #2: Public Comment

→ No comments were made.

ITEM #3: Approval of the April 13th, 2015 regular meeting minutes.

→ Motion to add the approval of the April 13th, 2015 regular meeting minutes to the agenda and to renumber subsequent agenda items accordingly.

Motion: Putorti Second: Drugonis

Vote – Yes: 3, No: 0, Abstain: 0

→ Motion to approve the minutes of the April 13th, 2015 regular meeting without alteration.

Motion: Putorti Second: Drugonis

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

ITEM #4: Financial Update

→ Rozum presented the Board with a financial report print-out. Rozum stated that the only line item that is of concern is highway materials, which has a current balance \$21.93. He said that account is awaiting a transfer of \$8,000 from snow plowing reimbursement.

→ Rozum also noted that the department still has basin tops and pipes for basin work in stock if needed.

ITEM #5: Vehicle Update

→ Finkle relayed informed from Sean Walsh regarding the status of the bid specs for the refurbishment of one Freightliner.

→ Motion to add to the agenda going out to bid for the refurbishment of the Freightliner and to renumber the subsequent agenda items accordingly.

Motion: Drugonis Second: Putorti

Vote – Yes: 3, No: 0, Abstain: 0

ITEM #6: Bid for the refurbishment of the Freightliner

→ Motion to go out to bid for the refurbishment of the Freightliner.

Motion: Drugonis Second: Putorti

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

→ Rozum updated the Board on his inquiries in pricing for a bucket truck. At last month's meeting he presented information on a bucket truck from Virginia Forestry Equipment. The complete package would cost \$105,000. At Walsh's suggestion, he priced out the same bucket truck with Altec and Ed Rapp. The truck would be just about the same price or slightly more than the truck from VA Forestry Equipment. Neither is on the state bid list so either way the purchase would have to go out to bid. The major difference between the two - VA Forestry Equipment has a 6-8 week turnaround and Altec has about a 6 month turnaround.

→ Finkle asked if everything is current with the department's vehicles. Rozum said that three federal inspections are being done and that everything else is current. Drugonis asked if three months of paperwork is on hand in trucks. Rozum said yes.

→ Rozum also said that Truck 22 is out of service because of steering joint. He also stated that a hydraulic hose needs to be repaired on the sweeper. Drugonis asked if there is a written lock out policy in place. Rozum said that vehicles are red tagged and the keys are removed from the ignition and locked in the mechanics room when vehicles are out of commission but no written policy is in place. Rozum will write up the policy and add it to the policy handbook that is under development.

ITEM #7: Transfer Station Update

→ Rozum updated the Board on the tub grinder. A clutch is on order and should be arriving any day. A ramp is also going to be built leading up to the tub grinder. Rozum also stated that the back side of the building at the transfer station is undergoing repairs.

→ Stevens informed the Board that a new company is handling electronic waste at the transfer station. The town may receive rebates and containers for fluorescent bulbs and batteries have been placed at the transfer station.

ITEM #8: Work Policy Update

→ Rozum distributed an Education Schedule to the Board, which detailed upcoming trainings for department employees. Drugonis asked about a defensive driving course. Rozum said one took place last month. Drugonis then asked about GHS training, which was formerly known as haz-com training. Rozum will speak with the trainer tomorrow morning about setting up this training. Drugonis also asked that Rozum follow-up on work zone safety policies for high, mid, and low traffic roads and that departmental policies be written, if they do not currently exist.

ITEM #9: Other Business

→ Finkle asked if the department was at full capacity. Rozum said yes, aside from ongoing vacations.

ITEM #10: Transfers

→ No transfers occurred.

ITEM #11: Public Comment

→ Robert Koskelowski, Jr., a department employee, stated that he feels employees holding proper licensing should have the right to refuse working at the transfer station when employees without licensing are present as the liability would fall on the license holder. Unlicensed workers can work at the transfer station as long as one employee present holds the proper licensing, but the liability and responsibility falls on the person holding the license. Presently, 10 out of 17 department employees hold the license, which they can obtain for free.

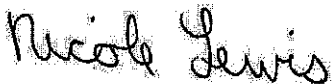
ITEM #12: Adjournment

→ Motion to adjourn at 7:49 PM.

Motion: Drugonis Second: Putorti

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

Respectfully submitted,



Nicole Lewis