

Town of Seymour Board of Public Works
January 11, 2016
Special Meeting Minutes

COPY RECEIVED
DATE: 2/4/16
TIME: 1:05 PM
TOWN CLERK'S OFFICE

Members Present: Sean Walsh, Philip Wilhelmy, Yashu Putori, Mike Laban

Members Absent: Annmarie Drugonis

Others Present: Robert Koskelowski, Jr., 10 Popular Drive, Seymour

The meeting was called to order at 7:00 by Mr. Walsh.

The Pledge of Allegiance was recited.

Public Comment:

Mr. Koskelowski commented that the break room stairs need to be redone but feels that the stairs requested do not meet building code. He would like some guidance.

Election of Officers:

Mr. Wilhelmy nominated Mr. Walsh for Chairman. Mr Putori seconded the nomination.

Mr. Walsh was elected as Chairman 4-0.

Mr. Walsh nominated Mr. Wilhelmy as Vice-Chairman. Mr. Putori seconded the nomination.

Mr. Wilhelmy was elected as Chairman 4-0.

Mr. Walsh nominated Mr. Laban as Secretary. Mr. Putori seconded the nomination.

Mr. Laban was elected as Secretary 4-0.

Approval of Minutes

Mr. Wilhelmy made a motion to accept the minutes of December 14, 2015. Mr. Putori seconded the motion.

Motion Passed 4-0.

Financial Update - 2016-2017 Budget

The committee reviewed the budget line by line along with the prior year expenses.

Line Items Requesting Budget Adjustment

Seasonal Employees

The Committee discussed various options utilizing seasonal employees. If we staggered the weeks/months when the seasonal employees work we could stretch out the extra assistance for a longer timeframe without incurring any substantial additional expense. This would allow for extra help with taking care of sports fields, etc, into the fall season and assistance during snowstorms. An extra \$10,000 would stretch two more workers for eight more weeks.

Snow Plowing Overtime

The average expense over the past three years was \$152,885. The current budget offers \$85,000. It was decided to request an increase to \$150,000.

Snow Plowing Material (salt and sand)

The average expense over the past three years was \$331,000. The current budget offers \$100,000. It was decided to request an increase to \$200,000.

Tree Work

Although the average cost over the past three years is \$42,000, this committee would like to request an increase to \$60,000. The discussion over the amount of work on tree trimming that still needs to be completed will require additional funding.

Repair and Maintenance

The average expense over the past three years was \$88,000. The current budget offers \$85,000. This past year we had to transfer funds from another account due to the amount of repairs that were required. It was decided to request an increase to \$100,000.

General Supplies/Catch Basins

The average expense over the past two years was \$8,000. Mr. Walsh will inquire as to why the past year has no dollar amount listed.

Clothing (Uniforms for Mechanics)

The average expense over the past three years was \$8,500. Mr. Walsh advised that they are always a little short so would like to request an increase to \$9,500. However, as this is a contractual issue, Mr. Walsh would like to request the exact amount noted in the union contract.

Mr. Wilhelmy made a motion to submit their revised budget to the Board of Finance requesting an increase of \$3,677,389 (6.0%), of that 5.4% is snow related. Mr. Laban seconded the motion.
Motion Passed: 4-0

Vehicle Updates

Mr. Walsh inquired as to the readiness of our fleet. Apparently two trucks are not approved to be on the road. This makes our fleet only 86% prepared if a snowstorm was to hit.

Mr. Walsh advised that the salesman for our bucket truck is scheduled to be in Seymour the last week of January, weather permitting.

Mr. Walsh advised he received a memo from the Director of Operations to Public Works Department advising that the mechanics are now assigned to use the utility truck instead of the pickup truck.

Discussion on letters from Fire Marshall and Building Inspector

Mr. Walsh read the communication regarding the break room located in the garage. Currently, the room cannot be used.

Mr. Walsh commented that he is discussing options with companies that supply temporary trailers to rent. He is also discussing with the First Selectman's office the use of sleeping quarters at Seymour Ambulance until a permanent solution is decided.

Mr. Wilhelmy made a motion to request a quick resolution for a temporary rest area of the Public Works employees as we could have an impending weather event soon. Mr. Laban seconded the motion.

Motion Passed 4-0.

Mr. Laban will send a letter requesting a speedy temporary resolution.

Transfer Station Update

No Updated

Work Update

No Update

Transfers

No Transfers

Other

Mr. Walsh distributed a thank you letter to Wayne for all to sign.

Public Comment

No other public comment

Mr. Wilhelmy made a motion to adjourn. Mr. Putori seconded the motion.

Motion Passed 4-0.

Meeting Adjourned 8:52

Respectfully Submitted,

Kelly Forsyth

Recording Secretary