

COPY RECEIVED  
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TIME: 3:00pm  
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**Department of Public Works**  
Regular Meeting  
September 12, 2016

**Members Present:** Sean Walsh, Yashu Putori, Annmarie Drugonis, Phil Wilhelmy  
**Guests:** Frank Gabianelli, Tony DePrimo, Frank Gabianelli, Bob Koskoloski, Jr, Peter Satkowski, Bob Koskoloski, Jr., Anthony DePrimo

Meeting called to order by Sean Walsh at open 7:04. Pledge of Allegiance was recited.

**Public Comment**

None

**Transfers**

Requested transfers were completed last month.

**Vehicle Update**

New 5500 Truck has been received. Mr. DePrimo advises there are no current issues. Mr. DePrimo commented that trucks #33 and #57 have internal motor problems. Mr. DePrimo commented it does not seem financially feasible to spend money to fix. Mr. Wilhelmy inquired if we need to replace the trucks. Mr. DePrimo commented that it would help if one could be replaced. It will be discussed later if we should keep the trucks for parts or possibly sell at auction with other decommissioned vehicles/equipment. They must offered to all other town departments first.

Mr. Walsh obtained pricing for a plow for the loader. Still need two more quotes. Mr. DePrimo and Mr. Walsh will obtain additional quotes.

**Work Update**

Mr. DePrimo presented his monthly work update. Mr. Wilhelmy commented they did an excellent job on removing the propane tanks. Ms. Drugonis commented that household collection of propane tanks from the public are not to be accepted. Mr. DePrimo stated that he advised the staff last week. Mr. DePrimo will ensure that there is a sign at the transfer station advising that household propane tanks will not be accepted.

Ms. Drugonis requested that the sign indicating what time the transfer station is open also include the times when they are not open. If times are adjusted in the future, the sign will be updated at that time.

Transfer Station Certification Class is on September 13th. Four staff members will be participating. Required certifications are documented in the Department Operations Manual

### **New Business**

Mr. DePrimo met with Kurt Miller and & Tony Caserta. \$50,000 is available and Mr. DePrimo recommended that the town purchase a 60x40 steel building for storage of equipment. Mike Horval stated some rule changes/easements may be allowed to place in the Public Works location. Mr. Welsh will contact Mr. Horval tomorrow to review the location.

### **Motion:**

Mr. Wilhelmy Made a motion to add to next month's agenda to move forward on the out building and site work

Ms. Drugonis seconded the motion.

Motion Passed: 4-0

Mr. Welsh commented that the park department has a \$15,000 annual budget for mowers and equipment and currently has money not spent from last year that can carry over to this year. He is waiting to hear if the funds will be provided to Public Works. Mr. DePrimo has an outstanding purchase order that he has been waiting six weeks on answer (for purchase of blades). Mr. Welsh will follow up with Bill Pecht tomorrow.

The Board discussed that at the next Town Charter update, the budget between the Parks Department and Department of Public Works need to be streamlined so both departments are working together.

### **Transfers**

No Transfers

### **Other business**

Ms. Drugonis discussed a recent spill in Southington. The response was very disorganized. If a similar incident were to occur in Seymour, we should have an appropriate communications process in place. She would like to make sure that within the Emergency Management plan that the Department of Public Works is included in all communications. She would like to see Seymour being proactive and prepared if happened in our town. Mr. Welsh commented that the federal government offers free classes and would like to see the public works employees take advantage of the training. Ms. Drugonis will find out the details of the training and forward to Mr. Welsh and Mr. DePrimo.

### **Motion**

Mr. Putori made a motion to add to agenda a discussion of filling full time position at the Department of Public Works.

Mr. Wilhelmy seconded the motion

Motion Passed 4-0

Mr. DePrimo recommended that two part time employees be hired to full time status to fill the positions of the two recent retirees.

**Motion**

Mr. Wilhelmy made a motion to hire the part time employees as full time. Ms. Drugonis seconded the motion.

Motion Passed 4-0

**Motion**

Ms. Drugonis made a motion to add to the agenda to waive the interview process. Mr. Putori seconded the motion.

Motion Passed 4-0

**Motion**

Ms. Drugonis made a motion to recommend to the First Selectman to waive the interview process and not require that the positions be posted and hire the two part time employees as full time. Mr. Wilhelmy seconded the motion.

Motion Passed 4-0

Mr. Wilhelmy inquired when the Board will receive an update on the fleet readiness. Mr. DePrimo stated he will provide next month,.

**Public Comment**

None

**Motion**

Ms. Drugonis made a motion to adjourn the meeting. Mr. Wilhelmy seconded the motion.

Motion Passed 4-0

Meeting adjourned at 8:30.

Respectfully Submitted,

*Kelly Forsyth*

Kelly Forsyth  
Recording Secretary