

Town of Guilford
Public Works Commission
Regular Meeting, June 9, 2016
Town Hall

Members present: Dean Mitchell, James DeVoe, Joe Travaglino and Mark Larkins

Members excused: Patrick Kinney, Charles Bishop

Staff present: Mark Damiani, Assistant Town Engineer
Tom Fillion, Highway Superintendent,
James Portley, Town Engineer

Public present: None

The meeting was opened at 7:08 pm.

The commission opened with a moment of consideration for fellow Commission Member, Patrick Kinney.

1. Public Forum

None

2. Approval of Minutes

Motion was made by Mark Larkins to approve the minutes of the May 12, 2016 meeting as written seconded by Joe Travaglino and unanimously approved.

3. Public Works Director Report

1. Projects:

- o Completed landscaping of Surrey Lane.
- o Completed paving and landscaping of River Street.
- o Continued replacing broken curb caused by winter plowing.
- o Continue sweeping
- o Continue catch basin cleaning
- o Patching
- o Mowing started; sightlines at intersections
- o Clearing of downed trees
- o Miscellaneous work on Municipal Parking Lot
- o One employee drug tested

2. Maintenance

- o Board of Education
 - Being work on flat bed for pickup truck.
 - GU126 install trailer plug.
- o Public Works and Engineering
 - Repaired broken spring and slipping belt on Curb Machine
 - GU101 general maintenance, repair and replace throttle and brake pedals
 - GU110 general maintenance, replace springs, slack adjusters and clean De-salt and fluid film truck for summer.
 - GU15 set up new truck for use.
 - GU29 repair front suspension.
 - GU57 general maintenance and set up for season.
 - GU64 general maintenance and set up for season.

- Police Department
 - GU11 replace O2 sensor.
 - GU02 Replace battery.
 - GU07 Replace battery.
- Park & Recreation
 - GU32 general maintenance and repair electrical problem.
 - GU36 general maintenance, repair headlamp and flasher.

3. Overtime

- 100 hours

Dean Mitchell told the Commission of lobbying taking place with the BOS and BOF not to further cut DPW budget. Bonding plans for 2016 are guarded, Capital available of \$30,700.

Motion was made by Joe Travaglini to prepare bid specifications for a 25 ton trailer to be reviewed at the August meeting, seconded by Mark Larkins and unanimously approved.

4. Equipment Bid

- a. None

5. Subcommittees

a. Finance

A partial report was prepared by Sally Berezowskyj. Tom Fillion was asked to provide the PW ledger report in the future in lieu of a partial finance report. The approval of the financial report was deferred as it was incomplete.

b. Personnel

June will be a heavy vacation month.

c. Equipment Update

None.

6. Finances

Secretarial bill of \$50.25

Motion was made by Mark Larkins to approve the secretarial bill of \$50.25, seconded by Joe Travaglini and unanimously approved.

7. Correspondence

None

8. Calendar Updates

Trailer Specs to August Meeting

9. Other Business

Elected positions: Mark Larkins has been extended as an alternate to 5/21/2020. James DeVoe has been extended to 5/21/2020.

Motion was made by Dean Mitchell to approve adjourn the meeting at 7:50 pm, seconded by James DeVoe and unanimously approved.

Next Meeting – July 14, 2016 at Town Hall

Respectfully submitted,

Sally J. Berezowskyj, Recording Secretary