

**DRAFT MINUTES**  
Public Works Commission  
**REGULAR MEETING**  
**July 10, 2014**

Members Present: Charles Bishop, James DeVoe , Richard Wallace and Dean Mitchell  
Members Absent: Patrick Kinney  
Alternates Present: n/a  
Alternates Absent: Arthur Benson  
Staff Present: Jim Portley, Town Engineer

*\*NOTE: Please be advised that at this time the following are strictly "Draft Minutes" until approved by the Public Works Commission\*  
Once approved the minutes will be marked as "Approved Minutes" and will be available in the clerk's office or upon request.*

The meeting opened at 7:10pm

**Public Forum:**

n/a

Discussion regarding ongoing projects.

**Approval of Minutes:**

June 12, 2014 regular meeting:

*Upon a motion by Commissioner Bishop, seconded by Commissioner Wallace it was voted to approve the minutes as submitted.*

**Report from Public Works Director:**

Discuss/Review report

Report (*Attached*):

- Ongoing or Completed Projects.
- Maintenance
- Other Departments or Agencies
- Others
- Overtime
- Contractors

There was a lot of tree work done last night.

- Discussion regarding working on a possible plan for older/rotting trees around town to be more proactive.

The bids for chip sealing and treated salt have been submitted.

- Discussion.

*Upon a motion by Commissioner Bishop, seconded by Commissioner Wallace it was voted to recommend to the Board of Selectmen to approve the bid by New England Asphalt Services, LLC. a division of Empire Paving in the amount of \$1.58 with emulsion additive for a total of \$1.55 per square yard.*

*Upon a motion by Commissioner Wallace, seconded by Commissioner Bishop it was voted to approve the bid of Morton's Treated Salt under the CRCOG Bid in the amount of \$83.10 per ton for 700 tons.*

Mr. Portley is getting prices for **leavening and shim** from Tilcon and Tomasso under the Summer Road Maintenance line item.

Mill and overlay project – Tilcon.

Mr. Portley will email information about these projects.

7:45pm Commissioner DeVoe arrived.

**Subcommittees:**

Personnel -

Will start the hiring process after labor day for the new part time employee.

**Finance:**

Discussion/review of report.

Upon a motion by Commissioner Bishop, seconded by Commissioner DeVoe it is voted to approve the Finance Report.

*Upon a motion by Commissioner Bishop, seconded by Commissioner Wallace it is voted to approve an invoice for Sarah Judge in the amount of \$44.00 for secretarial services. To be submitted via email to Mr. Portley.*

**Correspondence:**

n/a

Then with no further business before it, upon a motion it was voted to adjourn the meeting of the Public Works Commission at 7:55 pm.

Respectfully submitted,  
Sarah Judge - Recording Secretary

# GUILFORD HIGHWAY DEPARTMENT

## MONTHLY REPORT

*June 2014*

### Ongoing or Completed Projects:

- Started Old Quarry reconstruction on Saturday 5/31
- Prep Old Quarry Road with silt fence, set grades and offsets
- Excavated to set stone revetment on the shoulder of the road
- Replaced 18" pipe crossing with 2' pipe and added on 15" pipe crossing on the south end of job
- Mowing of road shoulders
- Finished regarding of dirt roads
- Removed debris from tree (downed) at Vineyard Point Rd, Sachems Head Rd, Mirror Ln. and Tanner Marsh Rd.
- Small curb repair
- Catch Basin cleaning
- Sweeping
- Patching
- Replacement of signs
- Large tree limb cleaned from north end of Green

### Maintenance section:

#### Public Works

- GU 27 - Truck Assembly
- GU 44 - Transmission replacement and repair power steering
- GU 104 - Front axle repair
- GU 95 - Install two-way radio and strobe lights

#### Park and Recreation

- Trailer tires replacement
- Trailer wheel repair
- GU 46- repair drive shaft
- GU 38 – Repair transmission
- Repair ball field machine and replace

#### Board of Ed

- BOE – mower repair hydraulic lines

### Overtime:

Date	Job	# of men	# of hours	Total hours
6/02	Mirror Lane tree	2	2	4
6/04- 6/05	*375 Event	2	5	9
6/9	Tree down Sperry Dr	3	3	9
5/31- 6/60	**Old Quarry Reconstruction			434.5
*	charged to 375 event charged to Old Quarry			
**	Road Acct.			

**Other:**

- ❖ Graded & place ¾" process at Lake Quonnipaug Parking area and Bluff Head parking area
- ❖ Prep area at Sullivan Drive (painted mural on bridge wall) for weekend event
- ❖ 7 Loads of mulch to Golf Course
- ❖ 2 Men drug tested

**Materials:**

Ball Rock – 166 tons  
2" Stone – 65.75 tons  
Surge Stone – 831.82 tons  
¾" process – 38.5 tons  
Stony Creek – 1304.37 tons (random rock)  
Hot asphalt – 11 tons

Respectfully submitted,  
Thomas Fillion,  
Highway Superintendent