

CORRECTED DRAFT MINUTES

Public Works Commission

July 14, 2011

Members Present: Charles Bishop, Dean Mitchell and Robert Guadagno
Members Absent: Arthur Benson and Patrick Kinney
Alternate Present: James DeVoe and Richard Wallace
Staff Present: John Volpe, Director of Public Works

****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 7:00pm

Public Forum

n/a

Approval of Minutes:

June 9, 2011 regular meeting:

Upon a motion by Commissioner DeVoe, seconded by Commissioner Wallace it was voted to approve the minutes.

Report from Public Works Director:

Monthly Report: (Attached)

- Ongoing or completed projects.
- Others.
- Maintenance section.
- Other departments or agencies.
- Others.
- Overtime.

Review/discussion of report.

There was overtime listed for the mechanic who worked with Patrick to go over the specs for the new truck because there was an issue with the bid while Mr. Volpe was on vacation.

Commissioner Mitchell arrived 7:08pm

Commissioner DeVoe reports that he received a complaint from a resident that there should be more signage as notice that the road is closed during the **Hemlock Avenue** project.

New street signs – Mr. Volpe reports that they have purchased about 10-11 signs and they have been put on Boston Street.

Chip sealing – went out to bid.

- Received 5 bidders ranging from \$1.38 per square yard (+ \$.09 for the latex additive) to \$2.14 per square yard (+\$2.29 for the latex additive)
- the low bidder was Dosch-King and Comer was second lowest.

- Mr. Volpe is not making any recommendations at this time.
- review/discuss bids.
- this item is on the Board of Selectmen's meeting agenda for Monday.
- discussion regarding emulsion standards.
 - do they all have/use the same?
 - they are supposed to meet State standards/requirements.
- Dosch-King makes their own emulsion in New Jersey, Comer gets theirs from New

York and

most of the others get theirs from Portland.

-Commissioner DeVoe: can a portion of the payment be retained to ensure proper sweeping if needed?

-Mr. Volpe: the contract allows for a percentage to be held back for 60 days.

-discussion regarding past experiences with vendors.

-Commissioner Mitchell: I think it is important to consider the value for the money, the quality

of emulsion used and if they return to sweep when asked.

-Mr. Volpe will have someone assigned to the chip sealing to observe and inspect to ensure quality work. Commissioner Mitchell suggests that it would be helpful if that person provided a report on his observations.

Upon a motion by Commissioner Mitchell, seconded by Commissioner DeVoe it is unanimously voted to recommend the bid by Dosch-King for the 2011 Chip Seal project.

Centerline Bid

-the commission had previously voted to extend the contract that they already had with Atlantic Paving Marking, Inc. as they agreed to hold their price form last year. Pam Milman has suggested that the CROG contractor be considered. Mr. Volpe feels that if the Atlantic Paving Marking, Inc. contract isn't going to be extended then the bid should be re-opened,

-discussion regarding paint.

-some towns do not do it every year and their lines last.

-Mr. Volpe reports that the paint they are using is significantly more expensive and what type of

road (chip seal vs. paved) has an impact as well.

-it seems more prudent to stay with Atlantic Paving Marking, Inc. because they are familiar with the roads and they are within the State.

Upon a motion by Commissioner DeVoe, seconded by Commissioner Mitchell it is unanimously voted to reaffirm the Public Works Commission's previous vote to extend the contract with Atlantic Paving Marking, Inc.

Bids were received today on the two trucks.

-discuss/review bids.

Upon a motion by Commissioner DeVoe, seconded by Commissioner Mitchell it is unanimously voted to accept Gabrielli's bid (#10-1112) for the 2012 Mack heavy duty truck with stainless steel spreader option, plow hitch, snow plow and extended warranty option.

Mr. Volpe provided an update on the new catch basin cleaner.

Finance:

Discussion/review of report.

Bills –

Upon a motion by Commissioner DeVoe, seconded by Commissioner Mitchell it was voted to approve the payment of \$77.50 to Sarah Judge for secretarial services.

Correspondence:

Letter from Joe Mazza regarding the development of a Road Improvement and Maintenance Program. Mr.

Mazza suggests that the Public Works Department work with the Engineering department on this. The plan would include yearly inspections, schedules of projects as well as recommendations. He also suggests that a funding plan be developed.

-The Commission/department is looking into potential consultants for a road maintenance program, forming a subcommittee and will begin working with the Town Engineers.

Mr. Volpe received a letter from Peter Rivera of Williams Drive thanking the department for their quick and effective response to his concern regarding ruts in front of his home.

August meeting – discuss/vote on the new loader.

-Commissioner Mitchell would like to see the bid specs at the meeting.

Then with no further business before it, upon a motion it was voted to adjourn the meeting of the Public Works Commission at 9:05pm.

Respectfully submitted,
Sarah Judge - Recording Secretary