

DRAFT MINUTES
Public Works Commission
August 11, 2011

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

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 7:05pm

Public Forum

n/a

Approval of Minutes:

July 14, 2011 regular meeting:

Upon a motion by Commissioner Wallace, seconded by Commissioner DeVoe 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.

Installed 11 of the new signs on Boston Street to comply with the new sign regulations.

The sweeper was involved in a motor vehicle accident. There were no accidents and no tickets issued.

A mechanic was sent to inspect the new truck.

Commissioner Mitchell – has Dosch-King begun chip sealing?

Mr. Volpe – I have been having difficulty reaching him. I told him to come by the 29th and that if it is not done

before September we will wait until next summer to begin.

Discussion.

Mr. Volpe received bid specs from the Town of Orange for snow plowing. (From Commissioner Bishop)

- it looks pretty good, just need to input our information.
- Commissioner Bishop has given copies of this to Pam Millman and Joe Mazza.
- Commissioner Kinney – why should we go out to bid on this?
 - It is more than \$7,500.00

Discussion

-minimum hours, guarantees, materials.

Mr. Volpe expresses that we need at least one contractor.

Discussion

-new trucks on the line October.

Commissioner Mitchell – I have a list of contractors and their rates that the town of Madison uses for your

reference.

Mr. Mazza briefly explains why we need to go out to bid. We had a \$35,000.00-40,000.00 bill from the outside

contractor for last season. Pam Millman says legally, we need to go out to bid.

Further discussion regarding the sample snow plow bid.

-The Commission shall review this and get back to Mr. Volpe with any comments or suggestions.

-put this out to bid sooner rather than later.

-minimums (hourly and total)

-rarely have a 'call' that is less than four hours.

-if it is just a 'sanding' operation, Mr. Volpe would not call in the contractor.

-Commissioner Kinney states that he thinks we should get this going.

-Mr. Volpe will give the bid to Pam Millman as it is.

Ice Be Gone and Sand Pricing

- Seashore Construction - \$12.40/yd² delivered for Sand. This is cheaper than the State bid.
- International Salt (CROG) - \$79.70/yd² delivered for Ice Be Gone. (It was \$84.79 last year.)
 - approximately 100 ton left in barn.
- No price on rock salt yet.

Will wait for motion so Mr. Volpe can compile all the numbers.

Mr. Mazza states that there are some citizens present that would like to be heard although it is past the public forum because he accidentally told them the incorrect time.

Gail Donowitz & Paul Sessions of Laurel Road where the trailhead starts. (dirt road)

▪Their road washes out with storms and there are potholes and divots. They would like to know if there is a safer

way to grade the road. There are a lot of walkers. The 'fix' doesn't hold.

Discuss options.

Laurel Road is an A3, Non-maintained road. There are five houses on the road.

Mr. Portley briefly discusses the process. Upgrading the road would be on the residents as it is a private road.

Mr. Volpe explains that it is maintained for public safety.

Crowning the road, grading and cold paving would be approximately \$10,000.00. The Town could provide the

millings.

Commissioner DeVoe expresses that using millings would be a good temporary solution as they would not wash out as easily.

Mr. Mazza feels that this should be addressed now.

Mr. Volpe will have the road re-graded. He also expresses that this could be part of the 'Road Maintenance Program.'

There is about twenty miles of dirt roads in Town and there are quite a few situations like this. Commissioner DeVoe suggests that we look into buying some equipment so that we can do some of this work.

Loader – three bids received.

- the three vendors were asked to bring their machines to the Public Works Department for a demo.
 - one of the three could not make it and has been excluded. John Deere and Caterpillar came.

- the majority of the department favored the same loader.

- there is a significant price difference. One has a lot of computer but it is option and can be operated as a 'regular' machine.

- Mr. Volpe is recommending the John Deere from W.I. Clark for a price of \$128,860.00

- there are two machines for trade in.

- Carl ? discussed the merits of this machine.

- Mr. Mazza inquires if there will be training supplied by the vendor.

- Mr. Volpe – yes.

- Commissioner Mitchell: I see no problem in moving forward with this.

- Discussion regarding warranty, service and brand reliability.

Upon a motion by Commissioner Mitchell, seconded by Commissioner Wallace it is voted to recommend to the Board of Selectmen for the purchase of the John Deere loader, 2011/2012 Model 524K, 4WD from the W. I. Clark Co. for \$128,860.00.

-trade in to WI Clark: 1979 Clark 75B Wheel loader (\$7,000.00) and 1971 Clark 75B Wheel Loader (\$3,000.00)

Mr. Mazza is present in regards to the memo concerning the proposed Road Maintenance Program.

- We need to work on a five-ten year plan. We need to let people we are aware of problems and have a plan and although it might not be right away, it will be taken care of. The plan will help justify adding/requesting more staff.

Mark Damiani – we need to address all classes of roads.

Commissioner Mitchell reviews the CCM statistics for 2010.

- Branford, Durham and Madison spend more per capita. Madison is doing a road study.

- it is important to learn from other towns.

- Mr. Portley points out that a lot of other towns look to Guilford for direction.

Mr. Portley – we have the software, we just need someone to go out and inspect the roads.

Discussion.

Mr. Mazza – there are three parts to this. 1) What has to be done? 2) What is it going to cost? 3)

How will we

implement it?

Mr. Volpe – the vendor for the Road Maintenance software program is coming in to go over the program. Mr.

Damiani will come down and look at it and try to get it on his computer.
Mr. Portley – I will speak with Madison and Cheshire regarding their studies.
Mr. Mazza – can we get a report by the next Public Works meeting?
Mr. Damiani – I think if I can look at the program it will give us a better idea.

Mr. Portley and Mr. Damiani left the meeting at 9:15pm

Mr. Mazza shared an article regarding infrared pothole repair.
-discussion.

Mr. Mazza left the meeting at 9:20pm

Finance:

Discussion/review of report.

Bills –

Upon a motion by Commissioner Kinney, seconded by Commissioner Mitchell it was voted to approve the payment of \$100.00 to Sarah Judge for secretarial services.

Correspondence:

none

Then with no further business before it, upon a motion it was voted to adjourn the meeting of the Public Works Commission at 9:25pm.

Respectfully submitted,
Sarah Judge - Recording Secretary