

Town of Guilford
Public Works Commission
Regular Meeting, August 12, 2016
Town Hall

Members present: Dean Mitchell, Patrick Kinney, Charles Bishop and Mark Larkins and James DeVoe

Members excused: Joe Travaglino

Staff present: Mark Damiani, Assistant Town Engineer
James Portley, Town Engineer

Public present: None

The meeting was opened at 7:08 pm.

1. Public Forum

None

2. Approval of Minutes

Motion was made by Patrick Kinney to approve the minutes of the July 14, 2016 meeting as written, seconded by Mark Larkins and unanimously approved.

3. Public Works Director Report

1. Projects

- Road Sweeping
- Catch Basin Cleaning
- Pot Hole Repair
- Replacement of Curbing on Northwood Drive in preparation for pavement overlay. Replace driveway aprons as needed after overlay to avoid drainage complaints.
- Drainage patching and preparation of Clear Lake Manor Road for shimming and leveling.
- Pavement preparation for Summer Chip Seal Program.
- Remove and replace culvert under Uncas Point Road.
- Pavement overlay Northwood Drive and Barnshed Lane.
- Pavement Overlay on Moose Hill Road and Granite Road (funded from the dedicated Road Fund).
- Pavement Overlay at the Community Center.
- Milled and Paved Broad Street
- Installed Light Fixtures at Water Street parking lot.
- Removed old Historic District signs for GPA.

2. Maintenance

- Dog Warden:
 - GU103 general maintenance, replace front brake calipers.
- Public Works and Engineering
 - GU110 general maintenance.
 - GU45 general maintenance.
 - GU57 Repair cutter bar.
 - GU64 Replace switch.
 - GU90 general maintenance, replace switch
 - GU92 Replace bearing on sweeper, replace right front bumper extension
 - John Deere 120C – repair worn bushings, repair hydraulic leak.
 - Kubota KX080 general maintenance, replace broken mirror, repair scratches in the counter weight.
- Police Department

- GU10, 11, 12 and 5 general maintenance.
 - GU3 general maintenance, replace computer sensor, replace rear brake pads and rotors.
 - GU4 general maintenance, replaced 2 tires, replaced battery.
 - GU7 general maintenance, replaced rear brake pads and rotors.
 - GU9 general maintenance, replace headlamp bulb, replaced 4 tires.
 - Park & Recreation
 - 2009 Ford Bus general maintenance, repair electrical problems, replaced front and rear pads and rotors.
 - Ford Bus 437 general maintenance, replaced battery.
 - Ford Bus 463 general maintenance, replaced a/c condenser and two lines from the compressor, replaced water pump and belt, replaced front shock s and replaced driveshaft center bearing, spray coat fuel tank.
 - GU42 replace belts and tensioners, repair a/c leak.
 - GU59 Replaced starter
 - John Deere 1445 repair damage to mower deck.
 - Toro 328D general maintenance, replace blades.
 - Planning and Zoning
 - GU106 Clean car
 - Transfer Station:
 - GU30 general maintenance.
 - GU62 Repair hydraulic leak.
 - Golf Course
 - Toro 1000 Greens Mower repaired drive assembly.
3. Overtime
- 86.5 hours – 4 downed trees, traffic control for 5 roads (10.5 hours will be charged back to the recreation center).
4. Materials
- ¾" Process 87.07 Tons
 - 2" Stone 63.66 Tons
 - Surge Stone 66.70 Tons

Dean Mitchell asked what minimum call-out was; 2 hours stated Jim Portley.
 Traffic control is provided by the Town for road work.
 Add Chip Seal to May 2017 calendar.

4. Equipment Bid

- a. The Specs were reviewed for the 25 Ton Trailer bid. Trade in of the old trailer was discussed.

Motion was made by Mark Larkins to approve the Trailer Bid as presented by Jim Portley, seconded by Gene Bishop and unanimously approved.

- b.

5. Subcommittees

a. Finance

A question was raised as to what the expenses were related to Certified Lab. Jim Portley to determine and report back to the Commission.

Motion was made by Patrick Kinney to approve move the September Meeting to the 15th, seconded by Mark Larkins and unanimously approved.

b. Personnel

Tom Wilson remains out.

c. Equipment Update

None.

6. Finances

Secretarial bill of \$42.50

Motion was made by Mark Larkins to approve the secretarial bill of \$41.88, seconded by Gene Bishop and unanimously approved.

7. Correspondence

None

8. Calendar Updates

None

9. Other Business

A map is underway to submit for Wash Bay. Will be going for a 10' variance from the property line to build the wash bay building. \$500K allocated to the project.

Motion was made by Mark Larkins to adjourn the meeting at 8:20 pm, seconded by Patrick Kinney and unanimously approved.

Next Meeting – September 15, 2016 at Town Hall

Respectfully submitted,

Sally J. Berezowskyj, Recording Secretary

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