

DRAFT MINUTES
Public Works Commission
September 8, 2011

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

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:

August 11, 2011 regular meeting:

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

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.

We are advancing nicely on the Hemlock Avenue project.

Laurel Road matter discussed at last meeting

- cut some of the run-offs
- this should probably be part of the Road Maintenance Program

Discussion regarding storm (Irene) clean-up

- Guilford had a 100% blackout.
- trees/wires were a major issue.
 - there were some complaints that Public Works wasn't clearing the roads, but CL&P must deal with the wires first. Public Works cannot clear/clean until the wires have been de-energized.

-there were complaints because a Park & Rec crew was assigned to clearing the Green before the roads were cleared. That crew was pulled and reassigned.

Commissioner Kinney inquired about the Public Works Department's role in filling sandbags.
Mr. Volpe – this is a fire department task but we will help if asked.

There was a meeting Saturday regarding Emergency Management for the storm.

▪Mr. Volpe had the workers report to work at 11:00pm Saturday evening.

Discussion regarding overtime.

▪Saturday, August 13th there was overtime so that millings could be hauled for the Hemlock Avenue project. This was authorized by Joe Mazza and will be paid for out of the Engineering Department's budget for this project.

Hemlock Avenue Project – Public Works is not currently working on this because they are only working on Irene cleanup right now.

7:30pm – Joe Mazza arrived.

Further discussion regarding the Hemlock Avenue project.

Additional discussion regarding storm clean-up.

▪Mr. Volpe states that it works best if they work in a pattern, jumping around from area to area is a hindrance

▪Crews have a map and mark where they have been and start from that point the next day.

▪There are some very large pieces that we are unsure of how to move and what to do with it.

▪The stump dump is getting very full.

▪Some commissioner members and department staff are going before the Board of Selectmen to request approval for a new pay loader.

-the department has access to a large bucket which will help with cleanup.

Chip Sealing is currently on hold. Because of scheduling and the hurricane, Dosche-King could not start the

project by the end of August as previously discussed. Mr. Volpe would like to hold off until June to ensure proper temperatures.

Joe Mazza – what is the latest you can chip seal? Some residents are very eager for this.

Mr. Volpe – road temperatures must reach 70-75°. I think it is already too late.

Mr. Mazza – I think we should try to do something in September. Why did we wait?

Mr. Volpe – Dosche-King had other commitments.

Mr. Mazza – we should have considered that in our bid selection.

Mr. Volpe – I don't think we can do it, we had the roads ready to go and because of the hurricane, it couldn't

happen. I don't think we can get them ready again in time because of the storm cleanup.

Mr. Mazza – I have a big concern with not completing this project this year. We have to do due diligence for

our tax payers.

Mr. Volpe – it will be completed within this fiscal year, just not this calendar year. If it weren't for the hurricane the project would be complete.

Mr. Mazza – there are a lot of variables; we need to exhaust all efforts.

Veronica Wallace – I just wanted to express that I have had positive feedback on the new signs. I have always been hearing nice things about the public works department being very polite and helpful.

Joe Mazza & Veronica Wallace left the meeting at 7:55pm.

Further discussion regarding chip sealing.

•Mr. Volpe – there are two men left in the shop and all the rest are on storm cleanup. I cannot pull them from that to prep the roads for chip sealing.

8:02pm – Commissioners Bishop & Guadagno and Mr. Volpe left the meeting to present the request for a pay loader at the Board of Selectmen Meeting. Temporary adjournment.

8:15pm – Commissioners Bishop & Guadagno and Mr. Volpe returned to the meeting. The Board of Selectmen approved the purchase of a used pay loader.

Commissioner Guadagno – what is the status on lining?

Mr. Volpe – the centerline is done but the detail work has not been started yet.

Discussion regarding the CCM reverse bid for rock salt. Commissioner Kinney offered to work with Pam Millman on this.

Mr. Volpe reports that the snow plow bid is going out Sunday and will open September 26th.
-discussion and review of the bid.

Subcommittee Reports:

n/a

Finance:

Discussion/review of report.

Bills –

Upon a motion by Commissioner Benson, seconded by Commissioner Wallace it was voted to approve the payment of \$88.00 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 8:35pm.

Respectfully submitted,
Sarah Judge - Recording Secretary