

Town of Guilford
Public Works Commission
Regular Meeting, March 16, 2017
Town Hall

Members present: Dean Mitchell, Charles Bishop, Tommy Vorio
Members excused: Joe Travaglino, Mark Larkins
Staff present: Jim Portley, Town Engineer, Tom Fillion, Superintendent

The meeting was opened at 7:01 pm.

1. Public Forum

Chairman Dean Mitchell welcomed Tommy Vorio to the Public Works Commission. Commissioner Vorio reviewed his background with the Commission.

It is with great sadness that the Commission acknowledges the passing of Commissioner Patrick Kinney. He added a great deal to the town with his Commission work and our thoughts and prayers are with his family.

A formal appreciation plaque will be created and given to the Kinney family.

2. Approval of Minutes

Motion was made by Gene Bishop to approve the minutes of the January 12, 2017 meeting minutes as written, seconded by Dean Mitchell and unanimously approved.

The approval of the February 23, 2017 minutes was deferred to the next meeting.

3. Public Works Director Report

A. Ongoing & Completed Projects

1. Installed hoops & purlins on salt storage structure.
2. Continued clearing & brushing shoulders on roads designated for chipseal or road construction.
3. Continued clearing catch basins.
4. Plowed and sanded as needed.
5. Started screening & reorganizing fill material accumulated over years at Brush & Leaf Disposal Area.
6. Tree Removal as necessary.

B. Maintenance

1. Board of Education:

Repair damaged plow.

GU127 – Fabricate and install new flat-bed body. Install new tool boxes. Replace rear bumper, exhaust, leaking cooling pipe, rewire and install new LED lamps on body, R & R intake manifold.

2. Public Works:

GU104 – Replace cutting edge, door glass, antenna, thermostat, temp sender and wiring. Repair hydraulics.

GU21 – Replace cooling hose, belts, and repair hydraulics.

GU26 – Repair front axle, align front end.

GU29 – Repair rear crane.

GU44 – Repair heater system.
GU45 – Repair body damage, electrical problem, and hydraulic leak.
GU48 – Set up Sweeper for summer service.
GU72 – Repair damage to wood chipper due to accident.
GU92 – Set up Sweeper for summer service.
GU95 – Replace 2 damaged wheels.
GU96 – Repair damage caused by accident, repair front end, repair body, and replace 2 damaged wheels and tires.

3. Golf Course:

Toro 3280D – Service complete, repair damage, set up mower for spring service.

Toro Workman – Replace belt.

4. Park & Recreation:

Ariens Snow Blower – Repair snow blower.

F935 – General Maintenance. Repair and set up mower for spring service.

2009 Ford Bus – General Maintenance, replace batteries, wipers and repair exhaust.

2006 Ford Bus – General Maintenance.

GU60 – Repair Sander

Toro 325 – General Maintenance and repair rear axle.

Toro 328 – Install new strobe light system and repair 4 wheel drive axle assembly.

Toro CCR 3650 – Repair damage.

5. Police:

GU10 – General Maintenance and replace muffler.

GU11 – General Maintenance.

GU12 – General Maintenance.

GU5 – General Maintenance.

GU8 – General Maintenance and replace wipers

6. Town Hall:

GU1 – Replace wipers.

C. Overtime

Total: 883.25 Hours

D. Materials

1. Rock Salt – 249.6 Tons

2. Ice-B-Gone – 137.23 Tons

3. Sand – 990 Cubic Yards

4. ¾" Processed Stone – 15.31 Tons

5. Cold Patch – 7.82 Tons

Chairman Dean Mitchell thanked the Public Works Department for the great job they did during the last snow storm.

Tom Fillion stated that due to the weather conditions, he requested the school have a 2 hour delay on that Wednesday.

The Town of Guilford has 186 miles of roadway.

Jim Portley reported that he has been asked by the first selectman to reduce the public works budget by 15%. The reduction will be taken out of overtime (\$1500).

4. Subcommittees

a. Finance

Dean Mitchell reviewed the Finance Report with the Commission. There were no concerns raised.

Motion was made by Gene Bishop to approve the Finance report as presented, seconded by Dean Mitchell and unanimously approved.

b. Personnel

- A discussion on 5 retirements within the next 5 years ensued. A possible internship program to be discussed at the next meeting.

c. Equipment Update

- Loader bids to be discussed at the next meeting.

5. Finances

a. Bills

Secretarial bill of \$34.00 for February Meeting

Secretarial bill of \$17.00 for February Special Meeting

Motion was made by Gene Bishop to approve the secretarial bill of \$34.00, seconded by Tommy Vorio and unanimously approved.

Motion was made by Gene Bishop to approve the secretarial bill of \$17.00, seconded by Dean Mitchell and unanimously approved.

6. Correspondence

None.

7. Calendar Updates

None.

8. Other Business

None.

Motion was made Gene Bishop to adjourn the meeting at 7:43 pm, seconded by Dean Mitchell and unanimously approved.

Next Meeting – April 13, 2017 at Town Hall

Respectfully submitted,

Sally J. Berezowskyj, Recording Secretary