

Town of Guilford
Public Works Commission
Regular Meeting, July 13, 2017
Town Hall

Members present: Dean Mitchell, Charles Bishop, Rob Federici and Mark Larkins
Members excused: Joe Travaglino, Tommy Vorio
Staff present: Jim Portley, Town Engineer and Mark Damiani
Others present: Francisco Ruela, Senior Vice President, HAKS and Manuel Millan, HAKS

The meeting was opened at 7:04 pm.

1. Public Forum

None.

2. Architect's Review of Truck Wash

- The building architects from HAKS presented to the Commission the design and specifications of the building to house the truck wash equipment
 - The building will contain an automated wash system
 - Equipment from Inter-Clean
 - The building will be heated and insulated.
 - The building does not attach to the existing structures
 - Excavation for the building will be done by the town.
 - The building design will accommodate fire trucks
- The site plans will be prepared and ready to submit to Planning and Zoning for September.
- Concerns discussed:
 - Maintenance and scheduling of equipment
 - Capacity for winter vehicle cleaning
 - Metal sheathing should not go to the curb but remain 3' from the curb as in the design of the current structures.

3. Approval of Minutes

Motion was made by Gene Bishop to approve the minutes of the May 11, 2017 meeting minutes as written, seconded by Rob Federici and unanimously approved.

4. Public Works Director Report

The Commission thanked Public Works for the nice job done on Podunk Road.

1. Ongoing & Completed Projects
 1. Completed reclaiming, regrading of road base, paving and curbing of Podunk Road.
 2. Started landscaping of road shoulder areas, backfilling of curbs and general cleanup.
 3. Continued roadside mowing.
 4. Continued road sweeping.
 5. Responded to calls of downed trees, missing signs and potholes.

2. Maintenance
 1. Board of Edu
 - Repair plow and reskin mold board.
 - GU23 repair damage, replace lights
 2. Building Department
 - GU37 Set up old cruiser for service as department car
 3. Public Works
 - GU101 Replace 4 tires
 - GU16 Replace batteries and starter
 - GU38 Replace engine coil
 - GU49 Replace rear differential
 - GU83 Sharpen cutters
 - GU92 Replace damaged mirror
 - GU97 Repair mud flap
 - GU98 Replace maxi valve
 4. Golf Course
 - Toro 228D General maintenance
 5. Park & Recreation
 - GU54 Repair minor damage
 - Land Pride Rebuild damaged PTO assembly
 - Top Dresser Repair belt, shaft and chain assembly
 - Turf Tec 1305 Repair damaged blower shaft and blade
 - Woods mover Repair PTO shaft assembly
 6. Police
 - AB94220 Replace brakes front and rear
 7. Town Properties
 - GU107 General maintenance, replace front pads and rotors
3. Overtime
 1. Podunk Road construction charged to that account, not PW maintenance account.
4. Materials
 1. All reuse of millings, sweepings and wood chips

Jim Portley recommended to the Commission that they recommend to the BOS approval of NE Asphalt Bid of \$168K for chip sealing.

Motion was made by Rob Federici to approve recommend to the BOS approval of NE Asphalt Bid of \$168K for chip sealing. Seconded by Gene Bishop and unanimously approved.

Jim Portley reported that road shimming will be done by TILCON at a price of \$43 per ton in place.

Chairman, Dean Mitchell requested that PW prepare a press release for the paper announcing when work will begin on local roads. Jim Portley stated that we have used the reverse 911 function to inform residents of road work in their area. The Commission asked that both the reverse 911 and a press release be done prior to the work.

Jim Portley reported that work on Falcon Road is in the testing phase and then onto DEEP permitting process.

Water main work has been approved and is currently in design.

Jim Portley recommended to the Commission that they recommend to the BOS approval of 700 ton Ice-B-Gone purchase at the price of \$73.39 from \$86.18 the previous year.

Motion was made by Mark Larkins to approve recommend to the BOS approval of purchasing of Ice-Be-Gone at \$73.39. Seconded by Rob Federici and unanimously approved.

Jim Portley recommended to the Commission that they recommend to the BOS that they waive the bidding of Sand and purchase from Seashore Construction for a price of \$16.10 per cubic yard. The bid price came in at \$21.38 per cubic yard.

Motion was made by Mark Larkins to approve recommend to the BOS approval of purchasing Sand from Seashore Construction at \$16.10 per cubic yard. Seconded by Gene Bishop and unanimously approved.

5. Subcommittees

a. Finance

Rob Federici agreed to lead the finance sub-committee

Motion was made by Gene Bishop to approve nominate Mark Larkins as vice-chairman of the Public Works Commission, seconded by Rob Federici and unanimously approved.

A vote was taken to elect Mark Larkins as vice- chairman

In favor: Dean Mitchell, Rob Federici, Gene Bishop and Mark Larkins

Abstain: None

Opposed: None

b. Personnel

- Teamster's contract has been agreed upon but not yet approved.

c. Equipment Update

- None.

6. Finances

a. Bills

June finances were reviewed.

Motion was made by Mark Larkins to approve the June finance report, seconded by Rob Federici and unanimously approved.

Secretarial bill of \$51.00 for May Meeting was reviewed.

Motion was made by Gene Bishop to approve the secretarial bill of \$51.00, seconded by Mark Larkins and unanimously approved.

7. Correspondence

None.

8. Calendar Updates

Next meeting to be held on August 10, 2017.

8. Other Business

None.

Motion was made Gene Bishop to adjourn the meeting at 8:29 pm, seconded by Mark Larkins and unanimously approved.

Respectfully submitted,

Sally J. Berezowskyj

Sally J. Berezowskyj, Recording Secretary