

Town of Guilford
Public Works Commission
Regular Meeting, August 16, 2018
7:00 PM at Town Hall

Members present: Mark Larkins, Chairman; Gene Bishop; Anthony DeLuca; Rob Federici
Others: Tom Fillion, Director of Public Works

Meeting was called to order by Chairman Mark Larkins at 7:10 pm.

Anthony DeLuca was seated as a voting member for this meeting.

1. Public Forum

None.

2. a. Approval of the June 14, 2018 Meeting Minutes

Motion: Rob Federici made a motion to approve the June 14, 2018 minutes as written, seconded by Gene Bishop and unanimously approved.

Motion: Gene Bishop made a motion to approve the July 12, 2018 minutes as written, seconded by Anthony DeLuca.

In Favor: Mark Larkins, Gene Bishop, Anthony DeLuca

Abstain: Rob Feberici

3. Report from the Public Works Director

A. Ongoing & Completed Projects

1. Sullivan Drive – finished grinding brush pile with contractor, pile was double – ground to make it useful to the Town and its residents
2. Chip seal roads – started to prepare the following roads for chip sealing, Peddlers Rd., Dunk Rock Rd., Sachem Head Rd., Old Sachem Head Rd., Trolley Rd., Falcon Rd., Colonial Rd., and Vineyard Point Rd. Brushing shoulders of the road, weed whacked the curb line, removed damaged asphalt and replaced with new and swept.
3. Catch basin repair – made repair to catch basins at #60 Baldwin Dr., (2) catch basins on Winterberry Rd. A new catch basins was added to the existing drainage at #37 Beech St.
4. Spencer Ave. – rebuilt stonewall that was damaged in the winter
5. Mowing – 1st cut was finished
6. Curbing started, catch basin cleaning, patching, signage repair, sightline issue, sweeping and mowing will continue.

B. Maintenance

1. Park and Recreation

Blue bird sod cutter - repair cutter blade
Weed trimmers – restring
Ford Bus 09 – general maintenance

GU117 – repair battery connections
GU56 – general maintenance, replace 4 tires
GU86 – general maintenance, repair a/c
Stow R-2000 – replace chains and sprocket for the drums

2. Public Works

GU101 – replace window, repair corroded pedals, repair hydraulic leak
GU104 – replace broken lamp
GU110 – general maintenance, repair 2 tires
Gu19 – repair hydraulic problem
GU25 – general maintenance, replace rear springs
GU91 – general maintenance, replace starter
GU92 – repair hydraulic leak
Go through and repaired all plows as needed

3. Engineering

GU33- replace rear glass, general maintenance

4. Police

Gu10 – general maintenance
GU111 – replace compartment door locks
GU12 – general maintenance, replace front brakes, replace spark plugs and coils
GU13 – general maintenance, replace spark plugs and coils
GU5 – general maintenance
GU63 replace brake hoses, replace upper and lower ball joint on right side
GU9 – general maintenance
Harley Davison motorcycle – replace both batteries

C. Assessors:

GU20 – replace battery

D. Board of Education:

GU125 – replace tie rod ends; replace brakes front and rear
GU127 – replace exhaust, repair transmission, repair computer problem

E. Building Department:

GU50 – replace belts, replace battery, replace a/c condenser

F. Golf Course:

Club Car – replace starter generator, general maintenance, replace carburetor, replace belt
Toro 228D – replace alternator, repair key switch, repair mower deck

G. Other

Police gun range – cleared overgrowth and raised shooting berm
Nut Plains Park – hauled $\frac{3}{4}$ " process for Eagle Scout program 49.13 tons
Town Green – Placed a steel plate over an old well to secure area. Waiting for a decision on how to address the problem

Overtime: 126 hours (chip seal preparation)

Materials:

- Asphalt – 107.05 tons
- ¾” process – 86 tons
- Mulch – 28 yds.

A discussion took place on future purchase of a road saw with a 16”-18” blade. Tom Fillion to look into the purchase.

4. Commission Subcommittees

a) Finance

- Income has not yet been applied to the workers comp or equipment repair lines.

b) Personnel

- Potentially short 2 drivers for the winter.

c) Equipment Update

- Equipment List and Road Maps were distributed to the Commission members. Guilford covers approximately 186 miles of road. Chairman Larkins asked that the members review these for discussion at the August meeting.
- Two (2) new lifts have been purchased and delivered today.
- Responses from the truck bid are due back by August 20, 2018.
- Looking into a tag-a-long 4 ton hot box.
- Underground fuel tanks are over 25 years old and may need to be replaced. A replacement plan was discussed.

5. Finances

a. Bills

- Secretarial bill of \$51.75 for July Meeting was reviewed.

Motion: Rob Federici made a motion to approve the secretarial bill of \$51.75, seconded by Gene Bishop, and unanimously approved.

6. Correspondence

A letter from Reverend Edward Pantano dated July 28, 2018 was read to the Commissioners regarding proposed additional trees on the green.

7. Calendar Updates

None.

8. Other Business

- Need to build positive publicity for Public Works. Commissioners were asked to think of some ideas to be discussed at the August meeting.

Motion: Rob Federici made a motion to adjourn the meeting at 8:37 p.m., seconded by Gene Bishop and unanimously approved.

Respectfully Submitted:

Sally J. Berezowskyj

Sally J. Berezowskyj
Recording Secretary