

Town of Guilford
Public Works Commission
Regular Meeting, August 17, 2017
Town Hall

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

The meeting was opened at 7:12 pm.

1. Public Forum

None.

2. Architect's Review of Truck Wash

- Commission recommendations:
 - 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 July 13, 2017 meeting minutes as written, seconded by Rob Federici and unanimously approved.

4. Public Works Director Report

A. Ongoing & Completed Projects

- a. Completed milling of Driftwood Lane.
- b. Completed landscaping Podunk Road.
- c. Continued roadside mowing, completed entire town first pass.
- d. Completed road sweeping.
- e. Cut back shoulders, patched pot holes, fixed drainage on North Guilford Roads scheduled for chip seal.
- f. Shimmed and leveled roads for chip sealing.

B. Maintenance

1. Board of Ed
 - GU 125: Electrical repair for dash, transmission shifter repair.
 - JD WH552: Repair engine on mower.
2. Building Department
 - GU 37: Set up old Cruiser for service with building department.
3. Dog Warden
 - GU 103: General maintenance, replaced all 4 ball joints.
4. Public Works
 - GU 104: Replace brake pedal, replace alternator.
 - GU 108: Replace mirror.
 - GU 116: General maintenance, install aluminum plates on front of body, and install rain guards.
 - GU 15: General maintenance, install rain guards, replace fuel pump.
 - GU 25: General maintenance.
 - GU 27: Replace mirror brackets.
 - GU 29: General maintenance, replaced 6 tires, replace front brake pads and rotors.
 - GU 38: Repair air conditioning.
 - GU 44: General maintenance, replace brakes complete, replace front and rear suspension.
 - GU 90: General maintenance.
 - GU 92: Replace gutter from hydraulic motor, repair air conditioning.

5. Park & Rec
 - Ford Bus 08 AE14291 General Maintenance; replace front brake pads, rotors and calipers.
 - Ford Bus 09: General maintenance, repair electrical problem.
 - Ford Bus 437: General maintenance, replace 6 tires, replace rear brake pads, rotors and calipers.
 - Ford Bud 463: General maintenance, replace front pads and rotors.
 - GU 56: Replace pads and rotors front and rear.
 - GU 86: General maintenance, set up van for service, replace 2 headlamp modules, repair air conditioning, replace fuel cap.
6. Town Properties
 - GU 129 Replace starter and replace glass.
- C. Overtime
 - a. 4 hours – traffic control when milling driftwood Lane.
- D. Materials
 - a. 63 Tons Tilcon Patch
 - b. 730 Tons Shimming & Leveling.

Chip sealing to start next week.

Work went very well on Driftwood Lane, curbing left to complete.

In July of next year an early note to Traci Brinkman on chip seal locations is needed.

The sea wall on Falcon Road required a ledge profile to enable a sheet piling to stabilize the foundation.

Half the trucks have been readied for winter.

1. Subcommittees

a. Finance

The charges for Precision Mechanical were questioned. Based on the costly repairs down to the sprinkler system, the Commission will look at new contracts at bid time.

b. Personnel

- A discussion ensued as to proposed promotions in Jim Portley's letter to Gene Bishop and Dean Mitchell of August 8, 2017. There are no finances available at this time to support this request due to the fact that the State Budget impacts have yet to be identified.
- Tom Fillion restated his concern that no progress is being made on backfill plans for impending retirements.

c. Equipment Update

- Tabled for the next meeting.

6. Finances

a. Bills

Secretarial bill of \$55.25 for July Meeting was reviewed.

Motion was made by Rob Federici to approve the secretarial bill of \$55.25, seconded by Gene Bishop 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 by Rob Federici to adjourn the meeting at 8:00 pm, seconded by Gene Bishop and unanimously approved.

Respectfully submitted,

Sally J. Berezowskyj

Sally J. Berezowskyj, Recording Secretary

Approved