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**Minutes**  
**Board of Public Works**  
**Monday, December 10th, 2018 at 7:00 PM**  
**Public Works Garage**

**Members Present:** Al Bruno, Bill Stowe, Annmarie Drugonis, Rich Demko

**Members Absent:** Sean Walsh

**Others Present:** Tony DePrimo, Jordan Addis, Frank Gabinelli

**Item #1: Call Meeting to Order**

The meeting was called to order at 7:04 PM.

**Item #2: Pledge of Allegiance**

All stood and recited the Pledge of Allegiance.

**Item #3: Public Comment**

No public comment.

**Item #4: Approve Minutes**

Al Bruno made a motion to approve the November minutes.

Second: Rich Demko

Approved 4-0

**Item #5: Discussion on Parks and Schools**

Everything is going well. The playground was taken down at Bungay, this demolition went smoothly. The new playground is being delivered Wednesday.

**Item #6: Transfers**

No transfers.

**Item #7: Financial Update**

Mr. DePrimo will be requesting capital for a new truck. He is putting together the numbers for repairs that need to be done to the transfer station. A new lift is going to be needed to replace the broken one, which is scheduled for a demonstration with a vendor this week. The department asked for more last year for the trees account, and have been working within the budget this year. It has been raining a lot, which has delayed tree projects. They will be taking down 30-37 trees along Holbrook Road. Holbrook will have to be closed from Kathy Drive to Cemetery Road during the project for safety reasons. Mr. DePrimo wants to put a flagger on each end to divert traffic and prevent people from traveling down the road.

**Item #8: Vehicle Update**

New vehicles are on order. Mr. DePrimo is trying to push the vendor to rush the new plow truck so the department can have it by the end of the season. The small truck should be in by the second week of December. The sidearm should be in by March, just in time for it to be used in the Spring. The pothole machine is in, and there will be mandatory training for the crew on how to safely operate it. With this machine the department can repair potholes during winter months.

**Item #9: Transfer Station Update**

Nothing to report at this time. There are some repairs that have to be looked into.

**Item #10: Work Update/Director's Report**

**General landscaping Services for the BOE:**

24 labor hours were spent at the middle school.

40 labor hours were spent at the high school.

24 labor hours were spent at Bungay school.

24 labor hours were spent at Chatfield-Lopresti school.

A total of 112 man hours were spent on general landscaping at the schools.

**Parks:**

The work done at the parks includes lining and dragging the fields, mowing and trimming the greens, and cleaning up the leaves. A vendor came in and did the necessary repairs to Matheis park.

At Gary park 3 driver hours and 2 labor hours were spent.

At the middle-school 16 driver hours and 28 labor hours were spent.

At the high-school 11 driver hours and 26 labor hours were spent.

At Bungay 1 driver hour and 1 labor hour was spent.

At French park 9 driver hours and 54 labor hours were spent.

At Matheis park 2 driver hours and 11 labor hours were spent.

At Chatfield park 3 driver hours and 3 labor hours were spent.

At Chatfield school 3 driver hours and 3 labor hours were spent.

At Sochrins park 5 driver hours and 3 labor hours were spent.

3 laborer hours were spent at the community center. The department will be putting in a walking track at the community center.

**Leaf clean-up:**

8 driver hours and 24 labor hours were spent cleaning up leaves downtown. 1.5 tons of leaves were removed.

16 driver hours and 8 labor hours were spent cleaning up leaves on Buckingham and Maple. 1 ton of leaves was removed.

32 labor hours were spent cleaning up leaves on the parade route. 2.5 tons of leaves were removed.

32 driver hours were spent cleaning up leaves at the middle school. 1.5 tons of leaves were removed.

32 driver hours were spent cleaning up leaves on Derby ave and Deer Run. 1 ton of leaves was removed.

32 driver hours were spent cleaning up leaves on Cedar st and French Park. 1.5 tons of leaves were removed.

16 driver hours and 16 labor hours were spent cleaning up leaves on Falls hill and James St. 1 ton of leaves was removed.

11.5 tons of leaves removed for November for leaf pickup around town.

**Brown bag leaf-collection:**

Curbside pickups are being done on 5 day intervals based on sanitation routes. Monday through Wednesday routes were done in November. 56 driver hours and 112 labor hours were spent picking up 13.5 tons of leaves.

In total, the department picked up 25 tons of leaves for the month of November

**Banners:**

213 were banners removed from the Seymour Pink event, which took 55 driver hours and 55 heavy equipment hours. The holiday banners are up. It took 24 heavy equipment hours and 34 driver hours to take banners down. Total man hours for banners in November was 168 hours.

**Trash Runs:**

3 tons of trash were picked up, which took 96 driver hours and 8 labor hours.

**Pothole-repairs:**

245 potholes were repaired with 12.5 tons of asphalt. This took 48 driver hours and 32 labor hours.

**Asphalt Curbing Repair**

100 ft of curbing was installed with 2 tons of asphalt. This took 16 man hours.

**Tree Trimming:**

4 tons of brush were removed from tree trimming in November. This took 24 driver hours and 8 labor hours.

**Item #11: Other Business**

Mr. DePrimo recently had a conversation with the chief of police. The chief stated that he wants police vehicles to come to the public works garage for repair. Mr. DePrimo said the department does not have the room for that, and they do not have the proper equipment to troubleshoot issues with the vehicles. Mr. DePrimo expressed that they do not have the facilities or the equipment to do this. Additionally, Mr. DePrimo says his priority is to have the crew out servicing the residents of the town, so he would prefer not to pull people back to work on vehicles. Nobody among the crew is a certified mechanic. The fire department is also talking about having public works do some of their vehicles. This would be detrimental to the public works department, as it would pull away from having crew members out servicing the public.

Mr. Bruno described some litter he saw on Great Hill. Frank Gabinelli stated that the department had cleaned that up earlier in the day.

**Item #12: Public Comment**

No public comment.

**Item #13: Adjournment**

Rich Demko made a motion to adjourn at 7:52 PM.

Second: Bill Stowe

Approved: 4-0