

Board of Public Works
Monday, May 11th, 2020 at 7:00 PM
Zoom Meeting
Meeting ID: 847 7292 5624
Meeting address: <https://us02web.zoom.us/j/84772925624>

Members Present: Annmarie Drugonis, Rich Demko, Pat Lombardi, Tom LaPaglia

Members Absent: Bill Stowe

Others Present: Tony DePrimo, Frank Gabinelli, Jordan Addis

Item #1: Call Meeting to Order

The meeting was called to order at 7:01 PM.

Item #2: Pledge of Allegiance

There was no Pledge of Allegiance due to the online meeting format.

Item #3: Public Comment

No public comment.

Item #4: Approve Minutes

Tom LaPaglia made a motion to approve the February minutes.

Second: Rich Demko

4-0 approved

Item #5: Discussion on Parks and Schools

The department is starting to do spring cleanups for schools and park grounds. They are maintaining the equipment, and preparing it for the season. Parks and schools are closed due to coronavirus, but they are still being maintained. The department will not be behind on parks and school maintenance when they are reopened.

Item #6: Transfers

No transfers

Item #7: Financial Update

It is getting towards the end of the fiscal year. Mr. DePrimo made a call to the finance director concerning the longevity account. A charge was taken out of the longevity account that was supposed to be taken out of the DPW account. This is being fixed. The department is doing well with the budget.

Item #8: Vehicle Update

The new Chevy pickup trucks are coming on Friday. They are very professional looking and state of the art. All of them come with toolboxes and lights, which will be utilized by the department. The other trucks are still being utilized. Ted Freeman who does athletic field maintenance got one of the newer dodge trucks so he can do his job easier. Another truck went to the mechanic Chris in case he needs to go out to repair vehicles.

Item #9: Transfer Station Update

The department is working to get wood grinding started. There have been heavy rainstorms and a lot of trees have fallen. The wood pile at the Transfer Station has gotten quite large. In the next couple weeks a grinding service will be coming in. Mr. Lombardi brought up the first can on the right, he says since it doesn't have a cover so some trash is blowing away into the water. Mr. DePrimo said he will look into it, and maybe they will tarp it at the end of the day. He said he will see what they can do to get it tarped.

Item #10: Discussion on bulk pickup

Bulk pickup was suspended for April due to safety concerns with the virus. Pickup is being scheduled for the last thursday and friday of this month. If a lot of pickups are scheduled, two crews will be sent out, one doing the east end and one doing the west end. Normal pickup is from April through October. This year it will be May through October.

Item #11: Work Update/Director's Report

*See attached report

The department has been doing a lot of street sweeping. Downtown and the industrial park are swept every friday. There was a special detail done at the Police Department, which used 5 tons of asphalt. 380 potholes were repaired. The department is taking care of the Water Pollution Control Authority (WPCA) with the sewage plant and pumping stations, they are keeping the area clean.

Item #12: Other Business

Within the department, social distancing is being practiced. There are hand sanitizing stations. Employees have not been sharing cars. They have been staggering shifts to minimize contact. Mr. DePrimo said that due to extensive communication and team work, everyone has stayed healthy.

Chris the mechanic is going to fix the WPCA truck. Parts are being researched for the truck, and it is not currently safe to be on the road. The tires on the truck were over 20 years old. The WPCA has to find money to fix the truck.

The WPCA is to call the DPW when they need a truck repaired. The department will also make the determination on where the vehicle goes. DPW chooses the vendors that are more experienced and have the right tools.

Item #13: Public Comment

No public comment.

Item #14: Adjournment

Pat Lombardi made a motion to adjourn at 7:29 PM

Second: Rich Demko

Approved 4-0

SITE/DESCRIPTION of Services	H/E	hrs	Driver hrs	Labor Hrs	Seasonal/	Total	Lane	Asphalt	Number	Trash	ft-curb	Brush	signs/
					Hrs	Hrs/Comb							
<u>April, 2020</u>													
Street Sweeping		120	112			232	71						
Roadside mowing				72		72							
Tree Trimming		112	120	8		240						4	
Trash run/paper-picking			32	24		56				1.5			
sign installs			16			16							12
<u>CONSTRUCTION REPAIRS</u>													
PD. Spread & roll-millings in lot		8	8			16		5					
driveway aprons 30-canfield		8	16			24							
driveway apron 79 botsford		8	8	8		24							
pothole repairs			16	12		28		6	383				
WPCA clean-prep plant & 10 p/stations			8	16		24							
Banner installations		8	8			16			29				
Grounds Maint. Parks			106	157		263							
Grounds Maint. BOE				120		120							
<u>TOTALS</u>		<u>264</u>	<u>450</u>	<u>417</u>	<u>0</u>	<u>1131</u>	<u>71</u>	<u>11</u>	<u>383</u>	<u>1.5</u>	<u>0</u>	<u>4</u>	<u>12</u>

Street Sweeping: currently navigating thru sanitation collection routes to assure all town roads are swept of debris
Road Side Landscaping- began spring/summer detail to aggressively cut and clean all town right-of ways
Tree Trimming: aggressively cutting back and or removing hazardous trees within our scope haddad rd,silvermine, carriage dr. Ross Dr, Franklin.
Trash Run & Paper-picking: paper-pick main arteries thru town and pick-up town trash cans
Approx 5 tons o f millings was put down and rolled to smooth parking lot @ the PD.
Driveway aprons were installed @ 30,canfield, 79 Botsford.
A total of 383 potholes were repaired for the month using 6 tons of hot-patch. Asphalt.
A total of 12 25MPH signs were installed for PD @ Mountain and Davis Road.
WPCA Grounds maint. Began in April. A crew was assigned to spruce up grounds at sewage plant & the 10 pump stations.
A total of 22 Banners were installed in April.
Aggressive spring clean-ups underway in Parks and BOE.

This work was completed with 2 Crew Leaders, 1 Mechanic, 10 Truck Drivers, 3 Laborers, and 1 Seasonal Employee. Please note: DPW also reported during corona virus pandemic, practicing social distancing by staggering shifts and assigning each employee a separate vehicle to access job-sites around town. ALL trucks and equipment were also equipped with hand sanitizer along with gloves/masks issued to all staff.