

PUBLIC WORKS COMMISSION  
MEETING MINUTES  
JANUARY 17, 2012

Present: Bill Walter, Brian Manware, Mike Finkeldey, Pete Neff  
Absent: Carl Neri, John Carbone  
Visitors: Bob Voss

The meeting was called to order at 7:00 p.m.

The approval of the November minutes was tabled.

**Director's Report:**

Nod Road Culverts – Neff met with Wade Thomas of Nathan Jacobson & Assoc. on site, two of the culverts can be lined with a polyethylene type liner which is more economical. The other culvert has several issues with the headwall and needs to be replaced. Neff has met with Sue Bailey from CTDEEP to obtain Certificates of Permission to sleeve the two culverts and replacement of the culvert between Sunnybrook and Martin Drive. Bid specifications are being worked on and the project is currently in the design phase.

Ark Rd., Medley La, Featherbed & Deer Run Project: The design has been completed and funding reviewed. The Southern Ct. Gas Co. has been notified of this project so if they want to put gas in this area they can coordinate their work with the project.

Kelseytown Rd.: This is in the design phase, cross culverts need to be done and some grading.

Hemlock Hill Drainage: Tree clearing has begun for construction in the spring or summer which will involve opening up the ditch, laying pipe and installing catch basins.

Hurd House: Demolition of the Hurd House has been completed and the property turned over to the Town. Hammonasset Construction still needs to do a little fine grading and seeding but for the most part the job is complete.

Town Beach: The only item left to be completed is the shower tower. Boat racks will also be built by DPW. Clearing of invasive vegetation was completed and new plantings will be done in the spring.

Park & Rec.: All athletic facilities were winterized, additional field work is being done as weather permits.

Jefferson Circle Drainage: There are some issues with this project, easements need to be obtained, realignment of drainage pipe and catch basins need to be done.

Hull Street Sidewalk Project: The permit from AMTRAK was received, State DOT permit is in process. The Specifications are almost complete and the project will be put out to bid by the end of February. The project will connect sidewalks on High Street to Route 1 west to John Street Extension and will include curbing.

Transfer Station: The steel siding on the building was repaired by Hammonasset Construction and the area cleaned up.

CEC: Additional information was requested and sent.

Budget: The Public Works budget was presented to the First Selectman and Finance Director, Neff stated that the Tipping Fees can be lowered by \$10,000. presentation to the Board of Selectmen will be January 18, 2012 at 8:00 a.m.

Injurs/Accidents: One employee is out indefinitely.

Equipment: DOT checks on all trucks have been completed. The refurbishing of the Freightliner body has been completed although there were some issues with the vendor completing the work in a timely manner. The two new sanders are in operation and filters for all vehicles are stocked up.

Fuel Master: Fuel Usage for the past 5 years was documented and given to the Finance Director for budgetary purposes. Chairman Walter would prefer the fuel line item be removed from the Public Works budget. The Fire Department and the Police Department do not reimburse the account for fuel, however the Health District (CRAD) does reimburse us for gasoline. Invoices for fuel are printed out each month and given to each agency. The Fuel Master program will issue Medallions to all vehicles which will also eliminate errors in entering codes manually at the pump. The system will also include a GPS tracking system. The Medallions will replace the keys that are currently being used to pump fuel. The Fuel Master 3500 upgrade will be funded through infrastructure.

BOE: Morgan baseball field is out to bid. IRRC Field 1 quotes being obtained for a loam-based field. There has been issues with field usage and "others" making decisions on who uses what field and when. A Unified Scheduling Program is being looked into. A meeting with Building and Grounds was held to review policies and procedures and work performed during the previous year.

Hurricane Irene: Debris cleanup has been completed and FEMA paperwork submitted. There are three projects damaged by Irene that remain: the Town Beach gazebo, Beach Park Rd. Culvert, and Brick work at the Town Marina.

Motion by Manware, seconded by Finkeldey to adopt the 2012 calendar, all in favor motion carried.

Old Business: The Public Works Commission By-Laws adopted by the Board of Selectmen at their August 31, 2011 meeting were implemented by Chairman Walter.

New Business: None

Motion by Manware, second by Finkeldey to adjourn at 8:15 all in favor, motion carried.

Respectfully Submitted,

Pam Dickson  
Recording Secretary