

Town of Guilford

Public Works Commission

Regular Meeting

Tuesday, June 14th 2022 at 8:00 AM

Hybrid Meeting

Zoom Meeting: <https://us06web.zoom.us/j/83007735570>

Meeting ID: 830 0773 5570

One tap mobile: +1 929 436 2866 US (New York)

Members present: Chair Mark Larkins; Anthony DeLuca; Ralph Casey; Timothy Sullivan; Richard Wallace; Todd Fanciullo
Members absent: Gene Bishop
Others: Tom Fillion, Director of Public Works

Chair Mark Larkins called the meeting to order at 8:07 A.M.

1. **Public Forum (Limited to 3 minutes)**
None.

2. **Approval of Minutes**
 - a. May 24th 2022

Motion: *Motion made by Tim Sullivan to approve the May 24th 2022 meeting minutes. Seconded by Anthony DeLuca and unanimously approved. Abstain*

3. **Report from the Public Works Director**
 - a. **May's Monthly Report**

Tom Fillion, Director of Public Works, did not have a monthly report, as a special meeting was held on May 24th 2022. In those minutes (*May 24th 2022*) you can find a detailed monthly report that outlines all the work that is currently being completed. There will be a June monthly report, reported to the committee at the July 2022 Public Work meeting, which will include work completed or in progress in the month of May 2022.

- b. **Personnel**

The Director of Public Works position has closed on Thursday, May 26th 2022 at 3:00 PM. Interviews for this position are being held on Thursday, June 16th 2022 starting at 8:30 AM. The interview panel consists of six employees, community members and committee members.

4. **New Business**
 - a. **Grinding Proposal**

Tom Fillion, Director of Public works, is currently working with Durham/Middlefield to provide the Town of Guilford grinding services. Mr. Fillion expressed that he would like to extend the contract with Durham/Middlefield. The contract for grinding would cost ~\$15,000 which will not

include the fuel surge charge which could be around ~\$2500 - \$3000. Dick Wallace stated it would be in their best interest to stay with Durham/Middlefield for grinding services.

Motion: *Dick Wallace made the motion to approve the verbal discussion of a grinding proposal with Durham/Middlefield with the condition of the contract being presented to the commission at the July 2022 meeting. Seconded by Todd Fanciullo and unanimously approved.*

b. Sand Contract Renewal

Tom Fillion, Director of Public Works, has to renew the Town's sand contract. Currently the Town of Guilford purchases their sand from Portland, CT for \$19.25 per yard. In addition to this price, there will be a surge charge due to the increased prices in fuel which could approximately raise the price to ~\$21.00 per yard.

Mark Larkins, has requested for Tom Fillion to price search sand and see if Mr. Fillion can find a company that is closer than Portland, CT and also be easier to access when in need of sand. Mr. Larkins went on to express that Mr. Fillion should reach out to Stony Creek to get a price on sand per yard. With purchasing sand closer to the Town Yard, it will possibly eliminate the fuel surge charge due to the company being local to Guilford and the Public Works Crew picking up the loads, instead of having the sand delivered.

The Public Works Commission has tabled this topic.

Motion: *Tim Sullivan made the motion to table this topic for the next commission meeting. Seconded by Richard Wallace and unanimously approved.*

c. Mechanic Scanners

The Public Works mechanics need updated software for scanners. These scanners are used to diagnose the problem with the truck's mechanics. The scanners software will cost ~\$3,500 to purchase.

Motion: *Todd Fanciullo made the motion to approve the expenditure for purchasing the new mechanic scanner software. Seconded by Richard Wallace and unanimously approved.*

d. Grapple Bucket

The Town of Guilford is currently borrowing the grapple bucket from the Town of Killingworth. This piece of equipment is highly needed for performing jobs. Due to Tom Fillion, Director of Public Works, retiring in July 2022, the Town of Killingworth is requesting for this piece of equipment to be returned. Mr. Fillion is now requesting for the Public Works Commission to approve the purchase of a grapple bucket. Mr. Fillion currently has a quote for this piece of equipment which is, \$26,093.75.

The commission asked Mr. Fillion, if this piece of equipment is frequently used? Mr. Fillion expressed that this machine is used by the Public Works Crew very frequently. Mark Larkins also added that this piece of equipment is very crucial piece of equipment needed at Town Yard.

Motion: *Dick Wallace made the motion to approve the verbal discussion of the purchase of the grapple bucket with the condition of the contract being presented to the commission before being approved for purchase. Seconded by Todd Fanciullo and unanimously approved.*

e. Sweepers

Tom Fillion, Director of Public Works, has received a quote for a new sweeper and is also waiting for another quote from another company for a sweeper. Once Mr. Fillion receives the second quote, Mr. Fillion would like the commission to look into approving a purchase of a new sweeper. Mark Larkins, also requested for Tom Fillion to get a quote for a state bid on the possible purchase of a new sweeper.

5. Old Business

a. Vehicles Bid Update

Tom Fillion will be working with the Legal/Purchasing Department to complete the bid of all the trucks that are ready to be bided out.

b. 94 GU Truck

Ralph Casey reported last month that the trucks should be at Public Works Garage by June 2022. There has been no update provided to Ralph Casey since the May 24th 2022 meeting.

6. Finances

a. Bills

None.

b. Invoices

Motion:

*Motion made by Tim Sullivan to approve the secretarial invoice of \$36.50.
Seconded by Richard Wallace and unanimously approved.*

7. Adjournment

Motion:

*Motion made by Richard Casey to adjourn the meeting at 9:22 A.M. Seconded by
Anthony DeLuca and unanimously approved.*

Respectfully submitted,

Jessica L. Russo

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Recording Secretary