

Minutes of Board of Public Works
Regular Meeting
Thursday, November 21, 2019
6:00 p.m. City Hall, Council Chambers

Members Present:

Ellen Zoppo-Sassu, Chair
Council Member, Mary Fortier
Council Member, Gregory Hahn
Council Member, Peter Kelley
Commissioner Michael Dumas
Commissioner Frank Stawski
Commissioner Donald Padlo

Absent:

Staff Present:

Raymond A. Rogozionski, Director of Public Works

1. Call to Order

Mayor Ellen Zoppo-Sassu, Chair called the meeting to order at 6:01 p.m.

2. Board of Public Works Minutes of October 17, 2019

Motion made by Commissioner Padlo and seconded to accept and place on file. Motion passed.

One abstention, Council Representative Fortier.

3. Employee Recognition

A. November Work anniversaries were recognized.

4. Concerns & Petitions from the public

A. Illegal Bulk Appeal, Mr. Makuchi, 12 Sylvester Street

Motion made by Commissioner Padlo and seconded to not refund his illegal bulk payment. Motion passed.

B. Illegal Bulk Appeal, 170 Newell Ave

Motion made by Council Representative Hahn and seconded to waive the Illegal bulk fees. Motion passed.

5. Committee Reports

- A. Misc. Matters Committee- Meeting Canceled
- B. Street Committee- Meeting Canceled

No motions made.

6. Correspondence

- A. MEMO_DOT Project Status Update 13NOV19

No motions made informational only.

7. Public Works Division Reports

- A. October 2019 Division Report

Motion made by Commissioner Padlo and seconded to accept as presented and place on file.
Motion passed.

8. Public Works Project List

- A. Project Report

Motion made by Council Representative Fortier and seconded to accept as presented and place on file. Motion passed.

Mayor Zoppo-Sassu stated that the 1338 labor contract was settled and voted upon and was ratified at City Council.

9. Director's Verbal Report

Director Rogozinski gave a verbal report to the board. No motions made.

No motion made.

10. Review of Public Works Budgets

- A. Financials

Motion made by Commissioner Padlo and seconded to accept as presented and place on file.
Motion passed.

11. Unfinished Business

- A. December Meeting Dates
 1. Street Committee–December 2, 2019 5:15 p.m.
 2. Misc. Matters Committee - December 4, 2019 5:30 p.m.
 3. Board of Public Works – December 19, 2019 6:00 p.m.

12. New Business

A. BOF Transfer 15NOV19

Motion made by Commissioner Padlo and seconded to transfer \$ 12,000. Motion passed.

B. MEMO_DPW Solar Landfill 13NOV19

Motion made by Council Representative Fortier and seconded to **authorize the Department of Public Works to issue a request for proposal to install solar photovoltaic panels on a portion of the City's closed landfill farm.** Motion passed.

C. MEMO_DPW Asset Management 13NOV19

Motion made by Commissioner Stawski and seconded to **authorize the Department of Public Works/ Purchasing Department to solicit request for proposals associated with an Asset Management system for the Department of Public Works.** Motion passed.

D. MEMO_DPW Leaf Collection

Motion made by Council Representative Kelley and seconded to **authorize the Department of Public Works to request a City Council revision to City Ordinance section 21-48 to indicate "Property owner's maintenance of the tree border shall include the removal of leaves located within the City road right of way. Failure to remove leaves or the act of depositing leaves within the right of way shall result in the issuance of fines and/or citations.** Motion passed.

13. Addendum

A. MEMO_DPW Shrub Rd 19NOV19

No motion made.

14. Adjournment

Motion made by Council Representative Fortier and seconded to adjourn. Motion passed.

Meeting adjourned at 7:07 p.m.

This meeting was recorded.

Respectfully submitted,

Raymond A. Rogozionski, P.E.
Director of Public Works