

**MINUTES OF THE MEETING  
OF THE TOWN OF SUFFIELD  
PUBLIC WORKS COMMISSION  
December 15, 2009**

**Commission Members Present:** Chairman Guy Boccasile, Elaine Defocie, George Rodgers, Steve Stoll, and Tony Roncaioli. Landfill Superintendent, Robert Heintz, was absent. Also present was First Selectman Thomas Frenaye, Public Works Director Jack Muska, Facilities Manager, John Cloonan, Highway Foreman Mark Cervione and James Richardson of the Highway Department. Chairman Boccasile called the meeting to order at 7:00 p.m. in the Town Hall second floor conference room on Tuesday, December 15, 2009.

**Approval of Minutes:**

Elaine Defocie made a motion, seconded by Steve Stoll to approve the Minutes of November 17, 2009. The motion was approved by unanimous vote.

**Public Comment:** None

**Approval of Meeting Calendar for 2010:**

The meeting scheduled for the Commission was accepted is as follows:  
The Public Works Commission will meet on the third Tuesday of each month with the exception of July & August as follows:

**JANUARY 19  
FEBRUARY 16  
MARCH 16  
APRIL 20  
MAY 18  
JUNE 15  
JULY & AUGUST (NO MEETINGS)  
SEPTEMBER 21  
OCTOBER 19  
NOVEMBER 16  
DECEMBER 21**

**Election of Officers:**

Mr. Roncaioli made a motion to nominate Guy Boccasile as Chairman. The nomination was seconded by Steve Stolls. There being no further nominations from the floor, a vote was taken with all voting in favor of the nomination. Mr. Boccasile was elected Chairman for 2010.

Mr. Boccasile made a motion to nominate Tony Roncaioli as Vice-Chairman. The nomination was seconded by Elaine Defocie. There being no further nominations from the floor, a vote was taken with all voting in favor of the nomination. Mr. Roncaioli was elected Vice Chairman for 2010.

**Public Works Director's Report:**

Jack Muska went over the status of the 2009-2010 capital projects which were:

Spaulding School Roof-Kindergarten & Library/Music wings: expects to go to bid in February for work to be completed in the spring or summer of 2010.

Landfill Expansion-Anchor Engineering developing design. DEP permit application scheduled for March 2010, expect construction to begin in 2011.

Police Department generator-obtaining bids for design. Expect to complete Spring of 2010.

Police Dept. Roof-completed by Dzen roofing on Dec. 4<sup>th</sup>. Total cost \$30,112.

Library-oil tank conversion to gas to be completed in spring of 2010.

Town Hall roof project.-Completed by Crocker Renovation on December 1<sup>st</sup>.

Jack Muska also went over the ACCE five year forecast for capital projects:

Bridge Street School Asbestos Removal \$120,000.

Highway Dept. Generator & Electrical Panel \$58,000

Highway Dept. Garage Door \$17,600 and Paint and seal masonry walls \$15,000

Town Hall HVAC \$425,000

Library renovations: \$1,960,000

Landfill Bulky Waste site \$7,500

Replace Landfill pay loader \$36,000

Main fire station windows and doors \$11,000

Fire Station repaving Main station \$19,000

Sunrise Park, White's Pond Control Valve \$25,000

Middle School Roof Phase 3 Central office \$180,000

McAlister Roofing 04 classrooms-west \$12,000

Pay loader payments \$27,146

Replace paving machine \$45,000

Replace trucks \$60,000

Purchase trailer with air brakes \$15,000.

Total Capital Projects \$3,033,246.

Mr. Muska also reported that the Senior Center is moving along. They did find carpenter ants in several areas which extermination needed to be done.

Mr. Boccasile asked Highway Foreman Mark Cervione if he is where he needs to be as far as manpower, especially in light of the last snow storm where many roads were not plowed until after 3 p.m. Mr. Cervione said he had several breakdowns and flat tires which caused the delays, but felt confident with the two contractors the Town has hired for snowplowing, that he will have sufficient manpower.

#### **Landfill Superintendent's Report:**

Bob Heintz was absent.

**Household Hazardous Waste Day:**

The Contact with Clean Harbors has been signed and approved. The date is **April 10<sup>th</sup>**. Mr. Boccasile reminded the Commission that he will need volunteers that day.

**Bulky Waste Pickup Report:**

Chris Koren reported that the total number of scheduled pickups from March through November 30<sup>th</sup> totaled 67. This was 22 less pickups than in 2008.

The Truck was dispatched a total of 28 times with approximately 56 man hours. Total fees collected was \$1,362.00.

**Chairman's Updates:**

The Board of Selectmen approved the Snow Policy. The Policy is on the town's website and will appear in both the Southwick/Suffield News and the Observer.

**Adjournment:**

There being no further business, a motion to adjourn was made and seconded and approved by unanimous vote. The meeting adjourned at 8 p.m.

Respectfully submitted,  
Christine Koren, Recording Secretary

**NEXT MEETING: January 19, 2010 Town Hall.**