

Leyden Select Board and Finance Committee Minutes
Leyden Town Offices
Regular Session Minutes
December 15, 2021
6:00pm

Select Board Members Present: Jeff Neipp, Bill Glabach, Erica Jensen

Others Present: Michele Giarusso, William Brooks, David Brooks, Beth Kuzdeba

Jeff called the meeting to order at 6:04 pm.

Interview William (Bill) Brooks-Highway Superintendent Position

Erica started with questions for Bill Brooks. She asked Bill what is his biggest challenge? Bill replied dealing with the people. Erica inquired as to how Bill would deal with that. Bill replied, knowledge and timing is power. If he receives the information, he can take care of it. If he does not receive the communication until a while after the fact, he cannot take care of things in a timely manner. Bill also stated you are responsible for a lot more in a small town with 2 men. Erica then asked how he felt about the Chapter 90 new software program? Bill replied the tutorial was pretty intuitive and he was able to follow and fill out his first project. Erica then asked are you comfortable working with me and the Municipal Assistant? Bill replied he has no problem working with everyone. He went on to say he feels the select board should inform him as to what is going on. Jeff went on to say he is concerned mostly about the winter months. That is when he receives most phone calls from residents. Bill replied he has always taken his own section of road as his personal responsibility. As superintendent he knows he will be responsible for all the roads in Leyden, and he knows he must make sure the other workers come in and do their job. Jeff asked about the East Hill Road project. This will be the Highway Superintendent's responsibility, are you comfortable taking that project on? Bill replied he does not know what the state requires but he should be able to handle. Bill Glabach asked Bill what do you see as coming down the pike in the future? What can the select board do to help? Bill B. replied I like to plan things, if the Select board knows of any issues I would like to know ahead of time. I like to attack a problem and be on top of things before I am told something needs to be done. He continued, a new roof on the garage is something that needs to be taken care of. We have \$1ml worth of equipment stored and we should think about replacing the roof soon. Bill G. stated we used to have the Highway Superintendent meet with us on a regular basis how do you feel about that? Bill B. replied I like to know the agenda item ahead of time so I know what you will ask. I have always lived within my means, if there is a grant out there that we can go for we should. We should all sit and have a discussion about it ahead of time. Running the department on grants is not the way I live. I like to have a budget and live within that. Bill G. stated he likes that our highway department has always done its own maintenance. But I also have safety concerns with a two-man crew. I apologize for how long it has taken to hire a Highway Superintendent. Bill B. replied he feels it will be okay to just stay in the garage if the other person is out for some reason. In his previous job he worked in a two-man crew, and it was okay. Jeff stated he would like to see a 3-man crew. Bill B. said a 3rd person would complement the team but not just a warm body someone who will contribute to the team. That 3rd person needs to know how to use heavy equipment and hiring in the middle of winter may not be wise since things can go wrong real fast, especially if that person needs training. Erica stated you seem to have a good network of people that you know. Bill replied he does. Jeff stated yes, you need to think about safety first. Erica asked if Bill thinks he can be Tree Warden and Highway Superintendent? Bill B. replied yes, if a tree falls in the middle of the road during normal hours it will be the highway's responsibility to remove. Tree Warden's responsibility is tree maintenance. Jeff stated the Tree

warden is mainly work done on Fridays. Bill B. stated if wires are down, you usually have to wait for Eversource so the highway department would not be on call for that.

Jeff stated last year we experimented with a new material to resurface Frizzell Hill . Is it your recommendation to use again? Bill replied the product was a paving preservation to maintaining the paving previously put down. It was designed as a protector. You want to wait an entire year, have it go through a winter to see how it holds up. It depends on the profile of the road; it is supposed to extend the life of the road by 5-7 years. Jeff asked Bill do you have all your licenses up to date. Bill replied yes. Jeff asked about the Eversource mower program and if we have another year on it. He went on to tell Bill the PVRSD Superintendent will want Bill's personal phone number to call about weather conditions. Jeff said it is important to get back to her.

Interview Brendan McQuillan-Highway Foreman Position

Jeff introduced the Select Board and gave an overview of the duties of a foreman. Jeff explained, you will have a plow route so you would get to know the roads. We use 3 different materials, and it is always a mixture. Jeff asked if licenses were all up to date. Brendan replied yes. Erica asked if Brendan knew the required hours. Brendan replied yes, he did discuss with Dave Brooks already. Erica continued, if you were to be hired do you have to give 2 weeks' notice? You were in the highway department you saw all the equipment; did you meet Bill Brooks? Brendan replied he has to give two weeks' notice, he thinks, I took a look at the equipment. I'm a pretty easy-going guy and can get along pretty much with anyone. Erica stressed safety first with a 2-man crew. Brendan stated he learned safety first from tractor training school and working in different situations. IO have plowed dirt roads dead end roads highways, various roads. I have never operated a roadside mower, but I am sure I can learn. I have very high work ethic; I take my work seriously. Bill Glabach stated this is a small department and it requires adaptability and flexibility. What is your confidence in doing mechanical work? Brendan replied, I am not a mechanic, but I try to take good care of my own vehicle. I do maintenance on my own vehicle. I am mechanically inclined, and I have no problem trying. Bill asked Brendan if he had any questions for the select board. Brendan questioned if the town does continuing ed classes. Bill asked Dave Brooks to answer. Dave Brooks replied every 2 years we have someone come in and do trainings for us, usually with other towns.

Motion: Erica moved to adjourn the meeting at 7:30pm. Bill seconded. Unanimous.

Respectfully Submitted,
Michele Giarusso