

Meeting of Public Works Advisory Committee
7/18/2011 at the Tracey Memorial

Edgar Acevedo brought the meeting to order at 7 PM.

Committee members present: Jim Simmons (co-chair), Leo Ponter, Marty Schmitt, Rusty Vazac, Jim Klingler, Kurt Barenfeld and Steve Campbell. Also in attendance: Mayor Tom Curran and Michael Richardson.

Michael Richardson made a presentation regarding, in his opinion, how to assess and determine what work could be done by village employees and what work could be outsourced. Currently the Village of Chatham has 4 employees working in the DPW. The total wages including benefits total approximately \$250,000.

60% of communities (villages, towns, etc.) hire outside firms to manage their sewer and water needs. The Village of Chatham has chosen to have its employees do the work and also do routine maintenance and repairs such as mowing, snow removal, leaf removal, etc.

Because of rising costs and decreasing income (sales tax and mortgage tax income will most likely decrease and there is now going to be a 2% limit on property tax increases) it has become necessary for the village to assess the different options available.

Marty Schmitt noted that a possible source of revenue would be from now exempt non-profit organizations which occupy a large percentage of the total acreage within the village. These entities use all services but contribute little or nothing to the village coffers at this time.

To help gain better knowledge of the work that needs to be done on a daily, weekly, or monthly basis, the committee discussed mapping out a 52 week work schedule to determine which tasks need to be done at what time and what kind of personnel requirements there will be. Rusty Vazac made the point that in the past employees did a great deal of the work that is now being outsourced (excavating for water line or sewer line breaks and paving for example). This may influence the manpower requirements that the village currently needs.

The employee format will need to change if outsourcing is pursued to any extent because the need for someone to oversee the different outsourced jobs will come into effect. This person would have to be a non-union employee that reports directly to the mayor.

Three actions were noted as viable actions to pursue further investigation:

- 1) Outsourcing as much work as possible, which would make it necessary to employ a manager to supervise organizations performing the work.
- 2) Bring current employees in to help solve problems and help determine most cost

efficient ways to proceed.

3) Restructure

Two steps will be taken to gain information necessary to help determine further actions:

- 1) Walter Vosburgh, Bob Meehan, Rusty Vazac and Steve Campbell will meet to determine past needs of the village when Walt and Bob were employed by the DPW comparing them to what is needed now.
- 2) Mayor Curran will contact the Town of Chatham and the Town of Ghent in regard to the cost of either or both of them taking responsibility for road maintenance.

A review of the Public Works Committee Outline presented by Mayor Curran on June 16th received general acceptance with a couple questions on terminology.

The water tower continues to spring leaks and needs to be tested and analyzed to have a better basis to determine it's future- repair or replacement.

Sewer system upgrade process is proceeding as planned.

The state of the sewer lines in the village is still being questioned. Members are trying to grasp the significance of the infiltration which is being experienced at this time. Is it enough to warrant more aggressive testing?

The water system problems or potential problems have been directed mostly toward the water tower at this time. Because of the frequency of leaks this seems to be the most important piece of the water delivery puzzle.

Safe Routes to School program which has provided a grant received by the village to improve the safety of sidewalks for children walking to school will be addressed at a meeting on July 20th. Mayor Curran will meet with a representative from the state who will clarify the procedures needed to be taken to take for the village to take advantage of the grant money.

The next meeting will take place at the Tracey Memorial at 7PM on Monday, August 22.

The meeting was adjourned at 8:50 PM