

Date: March 12, 2012

Attendance: Mo Cerutti, JC Myers, Tim Fillbach, Greg Pelchuck, Doug Lilley, and David Curtis

Submitted by: Tim Fillbach

#### Discussion with the tree warden – David Curtis

- The tree warden is appointed on a yearly basis. Dave has only been on the job for 1 year.
- Called when there is a dispute over a tree to be cut.
- His only call was a dispute on Sadie Foster Rd – the owner did not want the tree cut and the road foreman wanted to cut the tree.
  - The tree was between the road and the ditch
  - David acted as a mediator to resolve the dispute
- Mo read a portion of the state statute which deals with the duties of the tree warden

#### Other issues raised at the meeting

- Perception that there is a personnel issue with Road Crew
  - Some issues were cited where conclusion was framed as an issue of personnel and accountability rather than external sources.
- With 80+ miles of roads, \$1,000,000+ of inventory and 3 employees, an organization needs an administrator to develop a plan for capital projects and maintenance.
  - One of the tasks of the committee is to provide examples of information required to formulate such a plan.
  - David suggested creating a form that could be filled out by road crew personnel to keep track of tasks that performed each day.
  - Greg believes that a copy of the forms should be stored in the Town Clerk's office for a number of years as public records.
- Someone thought that the previous meeting minutes listed the incorrect time, but actually the times were listed correctly and the minutes were approved.
- Mo proposed a ditching document that could be used to achieve one of the charges of the committee. Some discussion ensued about whether this would work to meet the charge as written.
- Doug proposed that the Roads Committee designate Pekin Brook Rd as the highest priority road in the town for the coming year. After some discussion, it was decided not to move in this direction.

#### Action Items

- Doug and Greg are going to put together a list of road priorities.
- JC is going to research maintenance work order protocols

Next meeting in two weeks