

## BOARD MINUTES FOR ELECTRIC DEPARTMENT

May 1st 2020

### Week of April 13th 2020

- Safety review.
- Substation
- \* UFPOs
- \* New employee review and safety procedures.
- Tree limb complaints.
- Trucks materials and storeroom.
- Maintenance at sub-station, heater, lights and general.
- Cleaned up cold storage area from street light project.
- Service complaints/requests.
- Scheduling and meeting with contractors, ongoing jobs.
- Board report, emails, vouchers, job scheduling.

### Week of April 20th2020

- Safety
- Substation
- UFPOs
- Working on emergency lights in municipal building.
- Unloaded new pad transformers from delivery truck, T&R transformers, state park project.
- Clean and maintenance of shop.
- State park campground, layout electric, ongoing project.
- Truck and shop repairs, maintenance, inventory.
- scheduling, Forman's meeting, time sheets review.
- Vehicle maintenance and cleaning.
- Working on security lights at WGCS.
- Worked on new small bucket truck specs and availability.
- Communications with spring city manufacturing on street lights poles, warranties.
- Working on tree surveys and replacement trees.
- Worked with TEREX Utilities, warranty work digger truck, hydraulic cylinder replacement.

### Week of April 27<sup>th</sup> 2020

- Worked with O'Connell Electric for relay testing/calibrations/oil testing of substation equipment.
- Completed repairs and servicing/inspection of small bucket truck at T&R service center.
- Completed service/inspection of big bucket truck at T&R service center.
- Working on plant hanger arms on street light poles.

- Prepping new street light pole for installation on N Franklin Street, MVA.
- Testing of PPE with NY State certified mobile testing center. (2) failures on PPE
- Completed insurance tool inventory for clerk.
- New service installation, S Madison & 6<sup>th</sup> street, Sorenson.
- Picked up reconditioned transformers from Northeast transformer services.
- Working on NYPA tree order. Finalized.
- Storeroom maintenance.
- Completed installation of emergency egress lights and exit lights in municipal building.
- Safety review/UFPO's/substation checks.
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I would like the board to decide how many American flags they would like to put up this year along Franklin Street and 4<sup>th</sup> street.

In the past we had (22) on N Franklin, business district. 25 S Franklin (bridge south) 25 4<sup>th</sup> street, which should remain the same.

The new difference is the new street light poles. Installation is now at (160) from South Ave thru Rt 14. We can do any sequence just need to the boards input. We generally buy new flags each year as (1) year out in the elements pretty much is all they can take and still look good. Pricing per flag in the past is about \$15 per flag. And \$15-\$20 per staff so depending on how many we need to replace and upgrade.

So, we would need to figure a price of \$30-\$40 per location just for an estimate. Also, in the past we have also put up some checkered flags, unsure of pricing but have been around \$25 each.

Thanks in advance Minard.