

SEVILLE BOARD OF PUBLIC AFFAIRS

July 18, 2011

Dave Johnson called the meeting to order at 6:47 PM. The meeting opened with the pledge of allegiance.

Present: David Johnson
Cathy Kilgore (BOPA Office Manager) Kieran O'Rourke
Kevin Bittaker (Superintendent)
Absent: Brian Greer (President)

Mr. O'Rourke moved to approve the minutes from July 5, 2011. The motion was seconded by Mr. Johnson. The motion passed unanimously.
Mr. O'Rourke moved to approve the payment of the bills. The motion was seconded by Mr. Johnson. The motion passed unanimously.

PRIVILEGE OF THE FLOOR:

Mr. Johnson recognized Kevin Bittaker for 25 years of service to The Board of Public Affairs.

UTILITY COMMITTEE REPORT:

The street light fixture on Cedar Court discussed at the last meeting has been replaced.

SUPERINTENDENT'S REPORT:

Mr. Bittaker asked for permission to hire some tree trimmers for approximately \$12,000 to trim trees primarily on Route 3, Greenwich Road and High Street. The Board has to spend about \$25,000 per year on this. Kevin said his crew can handle about half of the job. Mr. Bittaker said that while his crew has done a good job of trimming trees when asked, there is not enough time to do all the trimming required. The Board unanimously agreed to allow Mr. Bittaker to spend the above stated amount for tree trimming.

OFFICE MANAGER'S REPORT:

Mrs. Kilgore gave the extended payment plans.
She also asked to begin the process of the disposing of BOPA documents after the necessary legal steps have been taken with the Fiscal Officer. The Board unanimously approved the plan.

UNFINISHED BUSINESS:

None

NEW BUSINESS:

There was a brief discussion concerning the electronic scanning and saving of documents. The Board does not scan and save all of their documents at this time.

Mr. O'Rourke moved to adjourn. The motion was seconded by Mr. Johnson. The motion passed unanimously.

The meeting was adjourned at 6:57 PM.


DAVID JOHNSON
PRESIDENT PROTEM


JAMES CARRICK
FISCAL OFFICER