

**Town of Montville Public Works/Solid Waste Sub-Committee**  
**Regular Meeting Minutes**

Wednesday, February 25, 2015

5:30 p.m. – Room 102 – Montville Town Hall

1. Call to Order  
Councilor Longton called the meeting to order at 5:30 p.m.
2. Pledge of Allegiance
3. Roll Call  
Present were Councilors Caron and Longton. Absent was Councilor Pollard due to work. Also present was Public Works Director Don Bourdeau and Senior & Social Services Director Kathie Doherty-Peck.
4. Presentations — *none*
5. Alterations to the Agenda  
The following item was added to the agenda:  
    9(p) STEAP Grant
6. Approval of:
  - a. The Regular Meeting Minutes on Wednesday, January 28, 2015  
Motion made by Councilor Caron, seconded by Councilor Longton. Discussion: None. Voice vote, 2-0, all in favor. Motion carried.
7. Remarks from the Public Regarding Items on the Agenda — *none*
9. Old Business
  - a. Road repair schedule update  
The road repair schedule is in flux due to the weather.
  - b. Maynard Road update  
Funding for the project is included in the upcoming Capital Improvement Plan (CIP) budget.
  - c. Transfer Station Survey update  
Councilor Longton distributed the total results of the figures provided by PW Director Bourdeau indicating that Montville is definitely on the low end of prices in comparison to other towns. Based upon the 1613 responses, number of bags, and cost for the annual sticker, it is estimated that residents are paying approximately \$0.31 cents per bag and \$1.13 per trip. It was felt that the Transfer Station is an indispensable asset to

the Town and should be promoted. Social & Senior Services Director Doherty-Peck suggested promoting the Transfer Station in the Community Booklet and informing the residents regarding the punch card system. Any necessary changes will be discussed at a later date. Councilor Longton thanked the Transfer Station employees for gathering the information.

- d. Proposed changes to the current Transfer Station regulations (Don Bourdeau)  
Guidelines regarding the issuance and distribution of punch cards to owners of trailer parks and multi-family homes will be drafted due to a recent incident.
- e. Comparables of current fees and regulations of other towns (Don Bourdeau)  
PW Director Bourdeau stated that, though it is difficult to compare equitable regulations due to each town's various systems, e.g., punch cards, bags, stickers, town-wide trash pick-up, etc., he hopes to gather and present the information next month.
- f. Review of the infrastructures of Town-owned properties (Don Bourdeau)  
Funding for electrical upgrades for the Public Safety Building and Camp Oakdale is included in the upcoming budget. These upgrades are necessary for safety reasons as well as to meet code. Due to the cost of having the Engineer to draw up the plans in preparation for the bid process, they will also be requesting the waiving of the bid process. The item is scheduled to be included on the March Town Council Agenda.  
Also scheduled to be included on the Agenda is additional funding for the replacement of a truck that was recently involved in an accident and deemed totaled by the insurance company.
- g. Old V&A/Social Services Building update  
PW Director Bourdeau suggested putting out a bid for the asbestos removal, which will need to be done whether the structure is kept or demolished. The additional costs can be determined following the asbestos removal.
- h. Discussion of the Re-Use Room  
Social & Senior Services Director Doherty-Peck provided an update of the Re-Use Room and thanked them for their consideration in relocating the Re-Use Room to the old Social Services building. In 2014, various charities and non-profit organizations have raised over \$20,000.00 in sales. Sunday Tag Sales were added at the end of 2014 and, while sales have not been high, they are improving. Thus far this year, \$1,589.45 has been raised due to closings and inclement weather. Councilor Longton suggested informing the public regarding any closings through Channel 3. She will e-mail a detailed report of the figures to the Committee.

One of her vital volunteers of the Re-Use Room will be stepping down due to health issues. Volunteers are willing to oversee the room, but may not be willing to sort

through the items at the Transfer Station. Transfer Station employee Florence Turner suggested engaging the employees' help to sort through and store the re-usable items so as to protect them from the weather and prevent people from inadvertently taking the items. While this was practiced in previous years, PW Director Bourdeau stated that, due to accusations of stealing by the employees, the practice was disbanded. Guidelines will need to be established so as to decrease any liability and allow for disciplinary actions to be taken and, possibly, having a senior volunteer oversee the process. In addition, the task is not included in the employees' current job descriptions and, though it may not be an issue should the employees agree and be willing to adopt the additional task, the Unions may raise the issue during the negotiation period.

- i. Discussion of the Tennis Courts at Camp Oakdale  
The condition of the Tennis Courts will be reviewed and the screen will be installed in the Spring.
- j. Status of Montville Road Bridge  
The box culverts are completed, but are not yet on-site. The job is on hold due to inclement weather.
- k. Discussion of repairs to the Senior Center  
Two competitive bids for the bathroom repairs were received and will be awarded next week. Extra funds are available should it be necessary for work to be conducted over the weekend(s). The possibility of installing hand blower(s) in each of the bathrooms will be investigated.
- l. Discussion of sound system in Town Council Chambers  
The previous discussion regarding the sound system was discussed. Councilor Caron felt that the addition of speakers in the back of the room would be a positive addition.
- m. Bridge Repair on Route 163 by the Post Office  
With the exception of some paving, the bridge repair has been completed. Completion date is unknown.
- n. Stop sign on Chapel Hill Road  
*Item to be deleted from future agendas*
- o. Staffing for Public Works/Solid Waste Department  
Currently, the Department is understaffed with a limited number of people doing roadwork. For optimal efficiency, a staff of four (4) maintainers and one (1) custodian would be ideal. He is requesting two (2) maintainers and one (1) custodian in the upcoming budget, which will place the Department back to where they were 10 (ten) years ago. On average, they are one employee down at any given time due to

vacations, sick leave, personal time, and the like. Also included in the budget is funding for additional trucks and the upgrades the Transfer Station.

p. STEAP Grant

PW Director Bourdeau reported that they have submitted a STEAP Grant for Phase I of the safety upgrades to the Transfer Station. If received, the upgrades, which will ensure a safe traffic flow pattern. Phase I will include work on the top section of the Transfer Station and Phase II on the bottom portion.

PW Director Bourdeau commended the schools for the tremendous amount of cooperation he has recently been receiving from them.

10. Remarks from the Public — *none*

Florence Turner, 204 Route 163, Transfer Station employee, commended Brian Sargeant, a Public Works employee, for going above and beyond and saving her daughter from a dog who was attacking her.

11. Remarks from the Councilors

Councilor Caron commended the Public Works employees on a great job with the recent storms, especially in comparison with other towns.

Councilor Longton further commended the employees stating that three co-workers, who reside in the Town, commented on the quality of the plowing of the back roads in Montville in comparison with the main roads of New London.

12. Adjournment

Motion made by Councilor Caron, seconded by Councilor Longton, to adjourn the meeting at 6:33 p.m. Voice vote, 2-0, all in favor. Meeting adjourned.

Respectfully Submitted by:

Agnes Miyuki, Recording Secretary for the Town of Montville