

Town of Montville
Public Works/Solid Waste Sub-Committee
Regular Meeting Minutes for January 25, 2017
5:30 p.m. – Montville Town Hall – Room 102

1. Call to Order
Councilor Caron called the meeting to order at 5:30 p.m.
2. Pledge of Allegiance
3. Roll Call (Councilors Caron, Longton, Pollard)
Present were Councilors Caron and Pollard. Absent was Councilor Longton due to illness. Also present were Town Councilor Chairman Jaskiewicz, Public Works Director Donald Bourdeau, Jr., and Montville Police Department Lt. Leonard Bunnell.
4. Presentations – *none*
5. Alterations to the Agenda – *none*
6. Approval of:
 - a. The Special Meeting Minutes on December 12, 2016
Motion made by Councilor Pollard, seconded by Councilor Caron. Discussion: None. Voice vote, 2-0, all in favor. Motion carried.
7. Remarks from the Public Regarding Items on the Agenda – *none*
8. Old Business
 - a. Road repair schedule update – *no updates*
 - b. Proposed changes to the current Transfer Station regulations – *to be removed from future agendas*
 - c. Review of the infrastructures of Town-owned properties
Fair Oaks Community Center:

Bathrooms – It is estimated to cost approximately \$160,000.00 to remodel all of the bathrooms in the facility.

Heating System – The building is currently being heated by an old steam boiler system, the piping of which is in need of replacement.

Director Bourdeau plans to discuss the above issues with the Community Center Building Committee in the near future. The Committee is currently in the process of distributing a survey to the residents to determine their needs, desires, and wishes for the Community Center. The Engineers have deemed the building structurally sound. Public Works Director Bourdeau will obtain more solid estimates for these projects.
 - d. Old V&A/Social Services Building update
The railing is scheduled to be installed and the inmates are scheduled to begin moving the items from the Community Center to the Old V&A/Social Services Building on February 6, 2017. The process should be completed by February 11, 2017.

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- e. Discussion of the Re-Use Room
Following the move to the Old V&A/Social Services Building, the Re-Use Room in the Community Center will be available for use by the Parks & Recreation Department.
 - f. Wish List – *no report*
 - g. Adopt-a-Road Program
The Town Attorney is currently reviewing the Adopt-a-Road Program.
 - h. Recycle Contract
The Recycle Contract is ready to be signed and they are waiting to hear back from Willimantic Waste regarding the delivery of the containers. They are hoping to begin using the new containers in the Spring.
 - i. Revised Contract for Part-Time Employees
The Finance Committee is currently reviewing the Revised Contract.
 - j. Vehicle Replacement Policy
Motion made by Councilor Caron, seconded by Councilor Pollard, to approve the following amendments and return the Policy to the Town Administration/Rules & Procedures Standing Committee for further review:
 - Section 4 – Objectives, last sentence:
All new purchases for vehicles and equipment are part of the budget cycle and coordinated through the ~~Town~~ *Department* Administrator for recommendation.
 - Section 5 – Acquisition, first two sentences:
The goal of the Town’s acquisition practices is to obtain the lowest possible price and the highest possible quality for vehicles and equipment, *when and were practical*. All purchases of vehicles and equipment will follow the applicable ~~purchasing codes point system~~.
- Voice vote, 2-0, all in favor. Motion carried.
- Public Works Director Bourdeau added that Montville Police Sgt. Dennis Mathers tested the point system by applying it to some of their current vehicles and found that the system works well. The goal of the Policy is to maintain a steady Capital Plan as much as possible. Vehicles are currently in the process of being reconditioned and detailed. Vehicles can also be transferred to other departments, depending upon the type and activity(ies) in which the vehicle(s) will be engaged.
- k. Transfer Station update
Bids are scheduled to go out in February 2017 for Phase I of the Transfer Station Reconstruction Project.
9. New Business – *none*
10. Remarks from the Public
Town Council Chairman Jaskiewicz thanked the Committee and hopes to attend future meetings.

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Public Works Director Bourdeau suggested that the Councilors begin thinking about ways to recover the costs of the transfer station and, possibly, instituting and promoting a bag system so as to encourage residents to recycle. It was noted that garbage that is deposited and collected is periodically reviewed and notices are sent to the owners by the “Green Police” for any violations.

11. Remarks from the Councilors

Councilors Caron and Pollard thanked everyone for attending the meeting.

12. Adjournment

Motion made by Councilor Caron, seconded by Councilor Pollard, to adjourn the meeting at 5:56 p.m. Discussion: None. Voice vote, 2-0, all in favor. Meeting adjourned.

Respectfully Submitted by:

Agnes Miyuki, Recording Secretary for the Town of Montville