

**Town of Montville  
Public Works/Solid Waste Standing Committee  
Regular Meeting Minutes  
January 27, 2021, 5:30 p.m.  
Montville Town Hall – Town Council Chambers**

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**On March 14, 2020, Governor Ned Lamont issued an Executive Order 7B suspending in-person open meeting requirements, and to hold such meetings or proceedings remotely by conference call, videoconference or other technology.**

**Link: <https://portal.ct.gov/-/media/Office-of-the-Governor/Executive-Orders/Lamont-Executive-Orders/Executive-Order-No-7B.pdf>**

**For all publicly broadcasted meetings, public comment on agenda items or topics in accordance with the Town Charter may be submitted in writing in advance or by live audio via GoToWebinar.**

**Written comments must be emailed to the Town Clerk at [townclerk@montville-ct.org](mailto:townclerk@montville-ct.org) at least**

**1 working day in advance (if the meeting is on a Monday the questions must be submitted by close of business the previous Friday).**

**Written comments may not be read in their entirety, but rather similar messages may be aggregated or paraphrased.**

**Live audio comments may be made via GoToWebinar by registering at the web address or calling from your telephone or computer mic & speakers (VoIP) noted above.**

**Comments will only be accepted at times designated for public comment by the Chair of the meeting. The Montville Town Council Rules of Procedure, decorum, timeliness and suitability shall be followed and enforced in the same manner as if the meeting were held in person.**

1. Call to Order  
Chairman Caron called the meeting to order at 5:31 p.m.
2. Pledge of Allegiance
3. Roll Call (Councilors Bunnell, Caron, and Pollard)  
Present were Councilors Bunnell (via speakerphone) and Caron. Absent was Councilor Pollard. Also present was Public Works Director Donald Bourdeau, Jr. (via speakerphone).
4. Alterations to the Agenda  
The following item was added to the Agenda:  
8(c) Protocol for Disinfecting Vehicles and Equipment
5. Approval of:
  - a. The Regular Meeting Minutes of October 28, 2020  
Motion made by Councilor Bunnell, seconded by Councilor Caron. Discussion: None.  
Voice vote, 2-0, all in favor. Motion carried.
6. Remarks from the Public Regarding Items on the Agenda – *none*
7. Old Business
  - a. Public Works Facility update  
The project, which was paid for through a grant and included the gas pumps and environmental drainage by the salt shed, has been completed. In response to Councilor Bunnell, Public Works Director Bourdeau stated that he is investigating the possibility of installing a bus-type shelter under which access to and cover for checking the vehicle's oil will be provided; the employees would also have access to the garage. The pumps were installed at the same location.
  - b. Raymond Hill Church  
Public Works Director Bourdeau will be contacting a restoration service for an assessment and estimate of the mold. Chairman Caron stated that Jon Chase of the Historical Society has been contacted regarding any ideas he might for the use of the Church. Councilor Bunnell offered to help with any necessary legwork.
  - c. Animal Removal Policy – *no report*
  - d. Boat Launch and Boat Parking Lot  
Public Works Director Bourdeau will be speaking with the Town Planner regarding the plans that were drafted for the Boat Launch. Chairman Caron has contacted the State Representatives regarding any possible funding that might be available. The additional land on the property is not available.

- e. Road Clean Up and Weed Whacking  
Trash pick-up is being regularly conducted.
  - f. Transfer Station
    - 1) Prorating stickers
    - 2) Scanner Issues

The scanners are currently working. The prorating of the stickers will be referred to the Mayor for possible addition to the next Town Council agenda. Two stickers would be available: a \$100.00 full-year sticker and a \$50.00 half-year sticker.
  - g. Discussion of Town Equipment  
The purchase of a sweeper will be proposed to the Finance Committee for the FY2021/22 Capital Plan. The sweeper is estimated to cost \$267,000.00.  
  
Councilor Bunnell, who felt that the number of motors the Police Department is going through appears excessive and unreasonable and requested that signage be posted by the fuel pumps to remind them to check the oil (and fluids) regularly.
  - h. Removal of Outbuilding next to Pavilion  
The outbuilding has been moved to the Transfer Station.  
  
*The item will be deleted from future agendas.*
  - i. Clean-up of Brush and Millings  
The millings will be removed within two weeks, depending upon the weather. The town is on SCRRRA's (Southeastern Connecticut Regional Resource Recovery Authority) schedule to grind the brush in mid-February.
8. New Business
- a. Road Improvement Program
    - 1) 2021 Schedule of Roads for Drainage and Paving
    - 2) Status of Bond for Road Improvements

Public Works Director Bourdeau reported on the following tentative schedule:

Raymond Hill Road	is scheduled to begin on	May 1
Black Ash Road	"	June 1
Sharp and Gay Hill Roads	"	June 21
  - b. Social Service Building  
The roofing and leaks at the old Town Hall building, which is currently being utilized as the re-use room, have been repaired. The building's brickwork will need to be repointed due to moisture seeping into the building. The interior is also in need of mold remediation, plaster repair, and painting. The glass blocks, which are also leaking, in the old WPCA (Water Pollution Control Authority) building will also need to be

replaced. Rough price estimates ranging from \$58,000.00 to \$167,000.00 have been received. The Town Engineer will be reviewing the buildings and the project will be sent out to bid based on his/her review.

With the exception of a crack in the brickwork due to the settling of the building, the new Town Hall building is in good shape. The repair is estimated to cost approximately \$2,000.00.

**Motion made by Councilor Caron, seconded by Councilor Bunnell, to send the project out to bid, per the Town Engineer's review and recommendation(s).**

**Discussion: None. Voice vote, 2-0, all in favor. Motion carried.**

c. Protocol for Disinfecting Vehicles and Equipment

Due to the rising COVID-19-positive numbers, Councilor Bunnell wished to ensure that all vehicles, equipment, and offices be disinfected should they be notified of any possible exposures. Public Works Director Bourdeau stated that, currently, the employees are disinfecting any areas, including vehicles, when they are notified of any exposures. He was not aware of the practices or protocol for either the Fire or Police Departments. Should the employees be tasked to do the same for those departments, additional staff would be necessary. Councilor Bunnell stated that he would contact the Mayor regarding the possibility of drafting a policy/procedure for conducting contact tracing and disinfecting those work areas of an individual who has been exposed to the coronavirus or similar contagion.

9. Remarks from the Public – *none*

10. Remarks from the Councilors

Chairman Caron thanked the Public Works Director and staff for their hard work during the recent mini-ice/snowstorm. The maintenance shed was presented to the State. He expressed his eagerness to move forward with the Social Services building and appreciates Public Works Director Bourdeau's commitment to repair the building. He looks forward to receiving updates regarding the drafting of a protocol for disinfecting vehicles and equipment.

11. Adjournment

Motion made by Councilor Bunnell, seconded by Councilor Caron, to adjourn the meeting at 6:04 p.m. Discussion: None. Voice vote, 2-0, all in favor. Meeting adjourned.

Respectfully Submitted by:

Agnes T. Miyuki, Recording Secretary for the Town of Montville