

**Town of Montville
Public Works/Solid Waste Standing Committee
Regular Meeting Minutes
Wednesday, August 24, 2022, 5:00 p.m.
Montville Town Hall, Room 102**

**Town of Montville has lifted the mask mandate effective Monday, February 28, 2022
throughout Town facilities in coordination with our schools.**

**Although the mask mandate has been lifted, Uncas Health strongly recommends that
all individuals, both vaccinated and unvaccinated, continue to wear masks indoors.**

1. Call to Order
Chairman McNally called the meeting to order at 5:04 p.m.
2. Pledge of Allegiance
3. Roll Call (Councilors Caron, Mandler, and McNally)
Present were Councilors Caron, Mandler, and McNally. Also present was Public Works Director John Carlson.
4. Approval of the Special Meeting Minutes of July 27, 2022
Motion made by Councilor Caron, seconded by Councilor Mandler. Discussion: None.
Voice vote, 3-0, all in favor. Motion carried.
5. Remarks from the Public Regarding Items on the Agenda – *none*
6. Old Business
 - a. Raymond Hill Church
Painting – Public Works Director Carlson reported that the ceiling, which is badly damaged in areas, would require extensive work. In addition, there is no guarantee that the paint will adhere to the ceiling. The pews, which are also peeling, also require painting. The lead test revealed that the paint used in the interior and exterior of the building contains lead; all of the painters who enter the building must be lead-certified.
Bat Feces – One of the major concerns is the bat feces, which becomes a health issue should they dry out and become airborne. Based on his understanding, the building would need to be tarped and cleaned. Cost estimates for the cleaning of the bat feces is in process.
Dehumidifier – As a result of the constant sounding of the low water alarm in the Town Hall boiler room during the hot, humid days, the dehumidifier was moved from the Church to the Town Hall basement. The dehumidifier has since been returned to the

Church and another dehumidifier was purchased and installed in the boiler room. Some of the mold has returned in the Church.

A Maintenance Schedule will be created to ensure that the building is regularly monitored.

The Windows have been closed and Plexiglas will be placed over the windows.

b. Boat Launch and Boat Parking Lot

The new owners will be constructing a retaining wall between the upper and lower parking lots following the removal of the docks. It is his understanding that the upper parking lot will not be available for public use.

c. Clean-up of Brush and Millings

The cleaning up of the millings is in progress. The gates at each of the entrances have been removed and the poles for the new gate have been placed. Councilor Mandler requested that the Public Works and Parks & Recreation Departments review the area that has been marked by Montville Fire Company Chief Ronald Turner and himself designating the location of the fence dividing the area between the Fire Companies and the beach.

The item will be removed from future agendas.

d. Road Improvement Program

1) Schedule of Roads for Drainage & Paving / Status of Road Improvement Bond

Chesterfield, Chapel Hill, and Grassy Hill Roads are on the schedule to be paved by Pasteryak Paving. Multiple bids have been sent out for the remaining roads. Public Works Director Carlson estimated that Chesterfield and Grassy Hill Roads would be completed this year. Drainage work is currently being conducted by the Oakdale Fire Company to help eliminate the swale and flooding of the area.

Gair Court, Gallivan Lane, and Depot, Piers, Edwards, Golden Roads, among others, are also on the list for paving. An updated list of the roads will be sent to the Councilors.

e. Social Service (old Town Hall) Building Repair Schedule

Councilor Caron recommended the Public Works Director receive a copy of the environmental report, which found that the caulking around the windows contain asbestos.

f. Youth Services (Montville Community Center) Bathrooms

A brief discussion ensued regarding the funding for the project. Public Works Director Carlson reported that a meeting has been scheduled with the architect to discuss the

plans. He also stated that the gym floor tiles and A/C unit for the old library will be going out to bid.

g. Update on Building Repairs

The contractor for the replacement of the stairs is awaiting the receipt of the building permit. The cost of replacing the landing, railings, and stairs is under \$6,000.00.

h. Allocation of COVID-19 Funds

Town Hall Digital Sign – The frame has been placed. The status of the installation and wiring is unknown at this time.

Free Area, Transfer Station – It is hoped that the Free Area will be completed in September. P&H Construction will be supplying the concrete and The Fence Man will be installing the fence. The Conex Boxes have been ordered.

Pavilion Repair – Plans were received for the Pavilion repair from Councilor Tim May. Public Works Director Carlson will be speaking with Councilor May regarding the plans, which differ from that of CLA Engineers. Pricing estimates have not been received.

Pavilion Parking Lot – Public Works Director Carlson will be discussing the project with the Parks & Recreation Commission regarding CTDEEP's (Connecticut Department of Energy and Environmental Protection) MS4 requirements. The parking lot is currently split to maintain the drainage of water in the lot and away from the field. Due to possible ledge, grading the parking lot might not be feasible. He suggested the possibility of establishing handicapped parking in front of the pavilion with bollards, a concrete pad and paved walkway to the bathrooms.

Tennis Courts – The bids are due on August 30 and the Parks & Recreation Director is in the process of applying for the Grant. The fence will be removed and the area will be cleaned.

Playground – The playground has been selected and the Parks & Recreation Director is in the process of issuing the Purchase Order.

i. Animal Control Facility Update – *no update*

j. Laurel Point Drive Drainage Issue – *no update; fall project*

k. Moxley Road Bridge

The Moxley Road Bridge project is currently being reviewed by the Engineers.

l. Cleanup of Schofield Pond – *see item c (above)*

The Fire Company(ies) is requesting the installation of a dry hydrant.

m. Building at Camp Oakdale Building

A local contractor reviewed the site and provided a quote of \$480,000.00 for a 40' x 80' turnkey building. The building would have electricity, a telephone for the alarm, doors, and electric garage door openers. Chairman McNally recommended he contact East Construction, LLC, for an additional quote.

n. Football Building Siding – *no update*

o. Summer Help

Summer Help concludes tomorrow, August 25. Part-time help can be maintained until mid- to late-October.

The item will be removed from future agendas.

7. New Business

a. Town Vehicles

The pick-up truck and tractor are on tomorrow evening's Town Council Special Meeting Agenda for approval.

A list of all of the vehicles owned by the town and their status will be sent to the Councilors. There are three (3) mowers that are currently out of service.

The surplus vehicles will be posted on Municibid in the near future.

b. Staffing/Promotions

Public Works Director Carlson reported that two individuals were promoted and an additional promotion(s) is possible. One open position has been posted.

c. Signage for Parks & Recreation Department

Assessor Lucy Beit has been contacted regarding the possibility of establishing proper addresses for emergency services. CBYD (Call Before You Dig) will be contacted in preparation for installing signage at the location(s).

d. Amend the 2022 Meeting Times and Location

Meetings will be held on the fourth Wednesday of each month at 5:00 p.m. at Montville Town Hall, Conference Room 102.

Motion made by Councilor Mandler, seconded by Councilor Caron, to amend the 2022 Meeting Times and Location. The meetings will be held on the fourth Wednesday of each month at 5:00 p.m. at Montville Town Hall, Conference Room 102. Discussion: None. Voice vote, 3-0, all in favor.

e. A/C for Fair Oaks and Town Hall Gym Polling Locations

The possibility of installing an A/C system at Fair Oaks and in the Town Hall Gym will be investigated.

Additional Items:

Tennis Court Bathrooms – An estimate of approximately \$4,000.00 was received for the well, tank, and pump replacement. The water will be tested to ensure that it is potable before replacement. The estimate for the replacement of the three doors (two bathrooms and backroom) is approximately \$15,000.00. Councilor Caron will provide the contact information for contractors for additional estimates for both the well and the doors. The building will also need a new roof. The fixtures may be reusable. The partitions will need to be adjusted to make the bathrooms ADA-accessible.

Tennis Courts and Bathrooms will be added to future agendas.

Camp Oakdale Bathroom Door Timers – Discussion ensued regarding setting the timers from 8:00 a.m. to 8:00 p.m. daily, issues with power outages and vandalism, and the possibility of installing internet at the location so that the timers could be programmed remotely.

Public Safety Building Data Center A/C – Public Works Director Carlson reported that the two split units in the data center are running over capacity and are in need of replacement. Emcor, the Town's current service provider, has provided an estimate of \$27,099.00, plus \$38,000.00 for the control module. He requested that the Town Council consider waiving the bid process for the project. Chairman McNally requested that he speak with the Finance Department to determine where the funds would derive from. The item will be placed on the Town Council's September Agenda.

Town Hall Humidity Levels – Due to the hot and humid weather conditions, the high humidity levels in the Town Hall resulted in shorts in the wall sockets. As such, price estimates are being sought for the installation of dehumidifiers in the air conditioning units to avoid any future issues.

Transfer Station iPad Status (Councilor Mandler) – The IT Department will be consulted regarding the status of the iPads that would enable the Transfer Station to scan and record the number of bags each vehicle is bringing in.

Public Works Trucks – Public Works Director Carlson reported that the bodies of five (5) 2004 trucks have been slowly replaced over the years and two of the trucks are now in need of desperate repair. He requested funding of \$84,000.00 to replace the body of one of the vehicles. A new truck would cost approximately \$300,000.00.

Summer & Winter Trucks (Councilor McNally) – There are some trucks that are often used and others that are less used. Chairman McNally suggested the possibility of selling those trucks that are not regularly used and/or are in need of severe repair and obtaining a bond to purchase trucks that would be used more regularly.

Uniforms (Councilor Mandler) – All Public Works employees should be in uniform with Public Works shirts that are in good condition.

8. Remarks from the Public

Florence Turner, Transfer Station employee, requested the possibility of having a Public Works employee mow the grass at the Transfer Station. Currently, one of the employees is maintaining the property, which is negatively affecting the service they provide to the public.

Public Works Director Carlson will investigate the possibility of having one of the Public Works employees maintain the landscaping at the Transfer Station next year.

Ronald Stone, Vice Chairman, Parks & Recreation Commission, stated that a complaint was received regarding the garbage can(s) at the Pavilion.

Transfer Station employee Turner stated that, recently, the bag(s) was found tied and/or tied & emptied resulting in visitors throwing trash in the cans on top of the bag or in the unlined cans. She proposed placing a note that reads, "Please leave bag in can. Do not tie." To help remedy the issue.

9. Remarks from the Councilors – *none*

10. Adjournment

Motion made by Councilor McNally, seconded by Councilor Mandler, to adjourn the meeting at 6:37 p.m. Discussion: None. Voice vote, 3-0, all in favor. Meeting adjourned.

Respectfully Submitted by:

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