

Town of Montville
Public Works/Solid Waste Standing Committee
Regular Meeting Minutes
July 26, 2023, 5:00 p.m.
Montville Town Hall – Conference Room 102

1. Call to Order
Chairman McNally called the meeting to order at 5:00 p.m.
2. Pledge of Allegiance
3. Roll Call (Councilors Caron, Mandler, and McNally)
Present were Councilors Mandler and McNally. Absent was Councilor Caron.
4. Approval of Minutes
 - a. Special Meeting Minutes of Thursday, May 25, 2023
Motion made by Councilor Mandler, seconded by Councilor McNally. Discussion: None. Voice vote, 2-0, all in favor. Motion carried.
 - b. Regular Meeting Minutes of Wednesday, June 21, 2023
Motion made by Councilor Mandler, seconded by Councilor McNally. Discussion: None. Voice vote, 2-0, all in favor. Motion carried.
5. Remarks from the Public Regarding Items on the Agenda – *none*
6. Old Business
 - a. Raymond Hill Church
The Land Use & Development Office has been especially busy due to the vacant Zoning Enforcement Officer position. The humidifier continues to be running and monthly checks are being conducted. There were no issues to report.
 - b. Road Improvement Program: Drainage & Paving Schedule/Road Improvement Bond
Work is continuing on the bridge on Moxley Road; they are hoping to complete the project before school begins. Four (4) cross-culvert improvements, which will include widening the road, are expected to begin on August 7. One lane will be open for vehicles during construction. The paving for part of Maple Avenue is near completion (Route 32 to Pequot Road) and another section is ready for paving. Depending on the availability of funds, Park Avenue Extension might also be paved.
 - c. Social Service (old Town Hall) Building Repair Schedule
The contractor will be working with the asbestos contractor to install the windows; work is expected to begin on Monday and be completed by the end of August. The carpet color has been selected and will be installed following the installation of the

windows. The painting of the building has been completed. Lighting in one of the rooms and the vault will be replaced and upgraded to LED lighting. He is awaiting the receipt of the remote for the lights to be programmed. Most of the air conditioning and handlers have been installed, as requested. One office door will be replaced.

d. Youth Services (Montville Community Center) Bathrooms

The receipt of the prevailing wage rate from the State of Connecticut continues to be pending. The initial request was made in May. All of the remaining documents have been processed. He will consult with the Engineer regarding other ways in which the wage rate may be acquired and/or the possibility of dividing the project to avoid the need for the wage rate.

Discussion ensued regarding the signage, which was damaged. The Town Attorney reviewed the existing Ordinance and the Parks & Recreation Commission agreed that the name should include "Fair Oaks". One of the proposed names is Fair Oaks; Home of Youth Services Bureau and Parks & Recreation Annex". It was noted that the renovations were funded through a STEAP (Small Towns Economic Assistance Program) Grant with the understanding the building would be built out as a community center. The building primarily serves the Youth Service Bureau and holds recreation classes. Should the town opt to construct a community center, it would be difficult to acquire funding if the town already houses a community center. Councilor Mandler explained his reasoning behind the name change, stating that the term "community center" is a misnomer as the building must be secured to protect the youth who frequent the building and is not open to the public. The proposed names will be presented to the Town Council for a final vote. Chairman McNally proposed the possibility of maintaining a consistent coloring (green with white lettering) for all of the signage for the town's buildings.

Chairman McNally reported that the dance team has requested the removal of the wall and installation of new flooring. The Parks & Recreation Commission were in favor of their request and three (3) estimates for the flooring were received. While Public Works Director Carlson stated that the flooring is very specialized and expensive, Chairman McNally stated that the flooring they are seeking is, relatively, inexpensive and includes padding that could be easily installed and removed. The Engineer will be reviewing the wall to ensure that it is freestanding and, once verified, will be removed before the flooring is installed. The possibility of buffing the existing floor in the meantime was raised.

e. Allocation of COVID-19 Funds

Senior Center Walk-in Refrigerator/Freezer – Public Works Director Carlson met with the contractor and is waiting to receive an estimate for the installation of the unit.

Public Safety Building Fencing – Public Works Director Carlson will be meeting with the Contractor regarding the installation of the fencing.

f. Cleanup of Schofield Pond

The bus has been removed from the property. The Bill of Sale will be signed by the Mayor and the bus will be scrapped. Montville Fire Company Chief Ronald Turner will provide a five-year schedule of the use of the area.

g. Public Works Entrance and Signage – *no update*

h. Football Field Extension

The flagpole has been installed, the doors and stairs have been painted, the bleachers have been pressure-washed and moved, and the trees have been trimmed. The hasps will be replaced with another device to tighten the seal on the windows.

The Engineer is drawing up plans to determine whether it will be feasible to expand the football field in the other direction. The application will be presented to the Inland Wetlands and Watercourses Commission, followed by the Planning & Zoning Commission, depending on the cost of the project.

i. Public Works Garage Clean-up & Breakroom

As a rainy-day project, the Public Works employees began cleaning the basement and installing LED lighting. An estimate for the asbestos abatement will be requested.

j. Staffing and Promotions

One (1) employee has been hired for the summer.

k. Tree Clearing

The trees are continuing to be cleared. While Turner and Fire Roads have been completed, a contractor will be contacted regarding the possibility of cutting the tree canopies on those roads.

l. Tennis Court Bathrooms Status

One of the toilet bowls continues to present an issue. A hand dryer will be installed and the outdoor lights will be upgraded. Currently, lights are available on only the front tennis courts. The possibility of installing cameras at the recreation facilities is being investigated. Parks & Recreation Commission Vice Chairman Rocky Stone volunteered to purchase the signage for the tennis/pickleball courts. Public Works Director Carlson requested that caution be exercised when making hooks available to the players and ensure that the fencing does not get damaged due to the weight.

m. Road Standards – *no discussion*

n. Fee Schedule – *no discussion*

- o. Road Clean-up Policy, a.k.a. Adopt-a-Road Program
The Policy has been sent to the Town Attorney for review. To date, two (2) requests for participation in the program have been received.
 - p. Orchard Drive Drainage
The piping for the drainage on Orchard Drive, where a video depicting its deteriorated state, and the Manor, where it has collapsed, is in the process of being replaced.
 - q. Access Road
Public Works Director Carlson proposed moving the three rocks to the end and transforming it into a handicapped parking space with a ramp and repairing the gate. Parks & Recreation Commission Chairperson Kate Southard requested that additional signage be installed, including No Parking signs.
The item will be removed from the agenda.
 - r. Handicap Parking, Camp Oakdale – *see Item 6(q); item will be deleted from the agenda*
 - s. Future Capital Projects – *no update*
 - t. Large Pavilion
The goal is to send the columns out to bid by the end of next week. Discussion ensued regarding Engineer & Town Councilor Tim May’s design and the Town Engineer’s design and the possibility of eliminating the restrictive requirements to reduce the cost of the project.
 - u. Painting of Stop Bars
Public Works Director Carlson is organizing a list of stop bar locations that will require painting for the contractor.
 - v. Boat Launch
The state has approved the funding for the project.
7. New Business
- a. Old Colchester Road Speed Limit Signs
New, upgraded Speed Limit signs have been posted on Old Colchester Road. Additional signs will be replaced and/or added.
8. Remarks from the Public
- Parks & Recreation Commission Chairperson Southard questioned the possibility of placing an ADA-accessible porta-potty at the new playground from April to October and whether the water at the Pavilion is potable for dogs.

The water, which is tested monthly, is potable for dogs. The spigot is now locked for fear of individuals leaving the spigot open and drying out the well. Individuals renting the Pavilion may be provided with a key, upon request.

Parks & Recreation Vice Chairman Stone questioned the status of the bathroom repairs at the Pavilion, the new playground gate, and the basketball courts.

The wrong toilets were delivered in error and returned. One toilet in the men's room is not in working condition. The contractor is scheduled to install the new playground gate over the coming days and they are awaiting the arrival of the slides. Discussion ensued regarding the basketball courts.

9. Remarks from the Councilors – *none*

10. Adjournment

Motion made by Councilor Mandler, seconded by Councilor McNally, to adjourn the meeting at 6:09 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