

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

Wednesday, October 29, 2014

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 (5:38 p.m.), Longton, and Pollard. Also present was Public Works Director Don Bourdeau.
4. Presentations - none
5. Alterations to the Agenda  
Councilor Longton proposed the following additions to the agenda:
  - Item 8(p) Meeting Dates for 2015
  - Item 8(q) Cancellation of November and December 2014 Meetings
6. Approval of:
  - a. The Regular Meeting Minutes on Wednesday, September 24, 2014  
Motion made by Councilor Caron, seconded by Councilor Longton. Discussion: None. Voice vote, 2-0-1. Voting in Favor: Councilors Caron and Longton. Voting in Opposition: None. Voting in Abstention: Councilor Pollard. Motion passed.
7. Remarks from the Public Regarding Items on the Agenda — none.
8. Old Business
  - a. Road repair schedule update  
Pink Row and Lathrop Road have been paved. A small portion of Dock Road will be closed for a short period of time in November for the de-installation of the steel conduit and vault, which was used to power AES Thames, by Northeast Utilities. RockTenn will also be closed during this period for maintenance. Local residents will be notified and a notice will be placed on the website.
  - b. Maynard Road update  
UCONN accepted another project and will not be working on the Maynard Road project. Public Works will be taking on the project, which, depending upon the weather, should be completed over the winter.
  - c. Transfer Station Survey update

PW Director Bourdeau distributed the survey results, noting the variation in household waste of similar-sized households. 1,695 surveys were completed and approximately 1,800 stickers have been sold. He estimates that at least 85% of the transfer station sticker holders were surveyed and the survey will be helpful in determining what system they would like to institute. A punch card system will require an additional attendant to count and punch their cards and either punch card or bag system should encourage recycling. Director Bourdeau will provide Councilor Longton with the actual number of stickers that have been sold.

- d. Proposed changes to the current Transfer Station regulations (Don Bourdeau)  
The proposed changes will be based upon a review of the survey results. The options include:

- Increasing the annual permit fee
- Instituting a punch card system
- Instituting a bag system
- Instituting town-wide trash pick-up
- Maintaining the current system

The item will be tabled pending a review of the survey results and the spreadsheet comparing the fees of Montville and other CT towns distributed at the previous meeting. The difference in revenue is difficult to determine without adopting a different system. Councilor Caron stated that the Transfer Station is a vital part of the Town and suggested improving the current system by talking with the residents and distributing the regulations before adopting any changes. Councilor Caron commended the staff at the Transfer Station.

- e. Comparables of current fees and regulations of other towns (Don Bourdeau) – as discussed above.
- f. Review of the infrastructures of Town-owned properties (Don Bourdeau)  
Councilor Longton stated that he is interested in a list of Town-owned properties that are at or soon to be at the point of decision whether to demolish or repair the building. Councilor Caron, on the other hand, is interested in the condition of all the buildings. Councilor Longton noted the importance of determining whether a building costs more to demolish than to repair it such as the old V&A building as well as the likelihood of its future use to accommodate those who are seeking a permanent location for an ongoing Town function and the estimated annual cost/overall costs of maintaining the building. Director Bourdeau added that it is also important to question whether they are adequately sharing their infrastructure.
- g. Old V&A/Social Services Building update – as discussed above.
- h. Discussion of the Re-Use Room  
No decisions have been made as to the future location of the Re-Use Room.

- i. Discussion of the Tennis Courts at Camp Oakdale  
PW Director Bourdeau reported that repairs were made to the recent re-surfacing of the tennis courts, which was bubbling due to moisture. He is holding back 50% of the re-surfacing portion of the invoice until the spring or summer 2015 when the results of the repairs can be better gauged. Councilor Caron stated that they would like to see the windscreen on the backside of the tennis courts. He would also like them to ensure that the weeds are not creeping into the tennis courts through the screen. Depending upon the cost and the status of the current budget, it will be installed either in the spring/summer 2015 or will be included in next year's budget. Currently, the bathrooms at the tennis courts are not open.
- j. Status of Montville Road Bridge  
PW Director Bourdeau reported that the culverts are being ordered and estimates that the Bridge will be completed in April 2015, depending upon the weather.
- k. Report on Town Hall roofs  
Patching repairs have been completed and the surfacing of the building will take place in the spring when the weather risks are minimal. The item will be deleted from future agendas.
- l. Discussion of repairs to the Senior Center  
An architect designed the space, but the estimated costs were higher than budgeted for the project. As such, the Town Engineer reviewed the project and another bid is scheduled to go out with the revised specifications. They are still planning to work on and complete the job over the winter. The Engineer estimates the job will take approximately one-week. They are planning to install fiberboard on the lower portion of the bathroom walls and, possibly, wallpaper, sheetrock or fiberboard for the remaining portion of the walls, depending upon the costs/funds. Councilor Caron stated that he sees a huge difference in the cleaning of the bathrooms and commended the crew.
- m. Discussion of sound system in Town Council Chambers  
PW Director Bourdeau has not heard any news regarding the sound system. Councilor Caron reported that the Mayor noted that the IT Specialist has adjusted the system, but issues continue to exist. The sound system was installed when the building was constructed. Since the budget is currently being designed, it would be necessary to estimate the costs of a new system for inclusion in the budget. In addition, the Town Council will need to decide whether they would like to have IT or Public Works to handle the project.
- n. Bridge Repair on Route 163 by the Post Office  
PW Director Don Bourdeau reported that, while the job is not yet completed, one lane on Route 163 is scheduled to be open to traffic tomorrow, October 30. There is no projection as to the completion date.

- o. Stop sign on Chapel Hill Road  
The Engineer will be visiting the site and discussions will ensue accordingly to address the issue.
  - p. Meeting Dates for 2015: January 28, February 25, March 25, April 22, May 27, June 24, July 22, August 26, September 23, October 28, November 25, December 23 (No Meeting)  
Motion made by Councilor Caron, seconded by Councilor Pollard. Discussion: Councilor Longton stated that all of the proposed meeting dates are on the fourth Wednesdays of the month. Voice vote, 3-0, all in favor. Motion passed.
  - q. Cancellation of November and December 2014 Meetings  
Motion made by Councilor Caron, seconded by Councilor Pollard. Discussion: Councilor Longton stated that the November meeting is scheduled for the eve of Thanksgiving and the December meeting is usually cancelled due to its proximity to the holiday. Voice vote, 3-0, all in favor. Motion passed.
9. Remarks from the Public — none.
10. Remarks from the Councilors  
Councilor Caron expressed his appreciation to Director Bourdeau and the Transfer Station and Public Works employees for their hard work and thanked him for fixing the television for the seniors. He also misses his presence at the Town Council meetings.  
Councilor Longton also expressed his appreciation to Director Bourdeau for his work on the Transfer Station survey and also misses his presence at the meetings.  
Councilor Pollard also expressed her appreciation to Director Bourdeau.
11. Adjournment  
Motion made by Councilor Caron, seconded by Councilor Pollard, to adjourn the meeting at 6:14 p.m. Voice vote, 3-0, all in favor. Meeting adjourned.

Respectfully Submitted by:

Agnes Miyuki, Recording Secretary for the Town of Montville