

Town of Montville
Public Works/Solid Waste Standing Committee
Regular Meeting Minutes
March 27, 2024, 5:15 p.m.
Montville Town Hall – Conference Room 102

1. Call to Order
Chairperson Caron called the meeting to order at 5:15 p.m.
2. Pledge of Allegiance
3. Roll Call (Councilors Caron, Lathrop, Southard)
Present were Councilors Caron, Lathrop, and Southard. Also present were Public Works Director John Carlson, Mayor Leonard Bunnell, Sr., and Parks & Recreation Commission Chairman Rocky Stone.
4. Alterations to the Agenda
Motion made by Councilor Lathrop, seconded by Councilor Southard, to add the following item to the Agenda:
 - 8(a) Surplus Equipment**
Discussion: None. Voice vote, 3-0, all in favor. Motion carried.
 - Motion made by Councilor Southard, seconded by Councilor Lathrop, to add the following item to the Agenda:**
 - 8(b) Purchasing Policy**
Discussion: None. Voice vote, 3-0, all in favor. Motion carried.
5. Approval of Minutes
 - a. Regular Meeting Minutes of Wednesday, February 28, 2024
Motion made by Councilor Southard, seconded by Councilor Lathrop to approve the Wednesday, February 28, 2024, Regular Meeting Minutes. Discussion: None. Voice vote, 3-0, all in favor. Motion carried.
6. Remarks from the Public Regarding Items on the Agenda
Mayor Bunnell requested and the Councilors agreed to discuss the Mohegan Brook Dam at the end of the meeting.
7. Old Business
 - a. Raymond Hill Church
Mayor Bunnell reported that he has re-gathered and forwarded all of the information related to the Raymond Hill Church to the Town's newly hired Director of Land Use & Development in preparation for a 50/50 Grant Application to help fund the Needs Assessment Study.

- b. Road Improvement Program: Drainage & Paving Schedule/Road Improvement Bond
Public Works Director Carlson reported that there is \$1.2 million remaining from the Bond. He has met with the Town Engineer regarding the repaving of Old Colchester Road between Hunters Run and Black Ash Road, Driscoll Drive, and Old Colchester Road Ext. They are also putting a bond package together to present to the Town Council for approval for future projects.
- c. Youth Services (Montville Community Center) Bathrooms
Councilors Caron and Lathrop are reviewing the project.
- d. Allocation of COVID-19 Funds
Public Works Director Carlson requested that the approximately \$4,000.00 remaining for the Community Center be re-allocated to the installation of an air-conditioning unit in the dance room. The Councilors were agreeable to reallocating the funds. The request will be forwarded to the Ad-Hoc COVID-19 Impact Study Committee for consideration.

Approximately \$10,000.00 in funds allocated to Social Services remains. The generator has been installed and they are awaiting the receipt of the invoice.
- e. Cleanup of Schofield Pond – *no update*
- f. Public Works Entrance and Signage
Motion made by Councilor Lathrop, seconded by Councilor Southard, to remove the item from the Agenda. Discussion: None. Voice vote, 3-0, all in favor.
- g. Public Works Garage Clean-up & Breakroom
OSHA (Occupational Safety and Health Administration) conducted an annual spot inspection of the building. The violations will be remedied, including procedure updates and miscellaneous housekeeping items.
- h. Tree Clearing
The Crew has been cutting trees. The rented bucket truck was returned to the vendor for repair due to a malfunction. The Town's bucket truck was repaired.

Chairman Caron requested that the trees on Massapeag Road be reviewed.
- i. Road Standards
- j. Mayor Bunnell suggested posting a temporary sign related to the work being conducted on Maple Avenue.
- k. Fee Schedule
The Committee discussed raising the Driveway Permit Fee to \$50.00, based on the fees charged by neighboring towns.

Motion made by Councilor Lathrop, seconded by Councilor Southard, to send a recommendation to increase the Driveway Permit Fee to \$50.00 to the Town Council. Discussion: None. Voice vote, 3-0, all in favor.

- l. Road Clean-up Policy, a.k.a. Adopt-a-Road Program
- m. Public Works Director Carlson has spoken to numerous community groups regarding their possible interest in the program. To date, \$400.00 has been expended. Councilor Southard volunteered to create a flyer for distribution. Discussion ensued regarding the eligibility of the Farmers Market Committee to take part in the program.

Motion made by Councilor Lathrop, seconded by Councilor Caron, to task Councilor Southard to create a flyer promoting the Adopt-a-Road Program. Discussion: None. Voice vote, 3-0, all in favor.

Mayor Bunnell will provide the contact information for the Department of Corrections (DOC) to engage the prisoners in the program, benefitting a local non-profit organization of their choice.

- n. Future Capital Projects
The Committee reviewed a list of future projects. The list includes the replacement of the body for a 2004 truck; purchase of plow trucks and vehicles; Town Hall roof, oil tank, and furnace; Community Center bathrooms; Public Works office upgrades, and; a field line marker robot. The possibility of utilizing the funds received through the STEAP (Small Towns Economic Assistance Program) Grant for any of the items will be investigated.
- o. Large Pavilion
Motion made by Councilor Caron, seconded by Councilor Southard, to send a recommendation to the Town Council to waive the bid process and associated Town Fees. Discussion: None. Voice vote, 3-0, all in favor.
- p. Painting of Stop Bars
An estimate of \$3,500.00 was received for the painting of approximately 100 stop bars on the intersections of the Town's main roads.
- q. Boat Launch
The Engineers are reviewing the project. Their goal is to begin the project by the end of the summer.
- r. Basketball Courts
The bidding specifications for the basketball courts are complete. They are awaiting the Town Council's approval of the LoCIP (Local Capital Improvement Plan) Grant.

- s. Discussion & Possible Action on Fee for Brush for Commercial Businesses
The Committee discussed raising the Brush Fee for Commercial Haulers, based on the fees of neighboring towns.

Motion made by Councilor Lathrop, seconded by Councilor Southard, to send a recommendation to the Town Council to increase the Brush Fee for Commercial Haulers to \$30.00 per truckload. Discussion: None. Voice vote, 3-0, all in favor.

- t. War Memorial Cleanup
A new cherry tree to replace the tree that was cut down due to its condition was donated by Resident Ellen Desjardins.

- u. MS4 General Permit
The Committee discussed the Town's requirements to comply with the MS4 General Permit. Councilor Lathrop proposed the possibility of utilizing the Nips Fund to help offset the costs.

8. New Business

- a. Surplus Equipment

Discussion ensued regarding the selling of the old fire truck. The Public Works Director has discussed selling the vehicle with Fenton Fire Equipment, Inc. and the City of New London. The vehicle has an estimated value of \$10,000.00 to \$15,000.00. Other equipment may be listed on Municibid.

- b. Purchasing Policy

The Councilors discussed the issues related to Item III(E), The Request for Quotation, of the Town's Purchasing Policy, which states that:

For all Town purchases of goods and services not utilizing State or Federal funds, any responsible Town Bidder that has submitted a bid not more than 15% (fifteen percent) higher than the low bid provided such Town based bidder agrees to accept the award of the bid at the amount of the low bid....

The Policy discourages local contractors from bidding on Town projects and is hurting the Town and hindering the bidding process.

Motion made by Councilor Southard, seconded by Councilor Lathrop, to recommend amending Section III(E) of the Town's Purchasing Policy to the Town Administration/Rules & Procedures Standing Committee. Discussion: None. Voice vote, 3-0, all in favor.

9. Remarks from the Public

Mayor Bunnell reported that the Mohegan Tribe has requested the removal of the Mohegan Brook Dam, located on Route 32, and the elimination of the pond. The Dam is owned by the Tribe. The Land Use & Development Director has reviewed the plan with CLA

Engineers, Inc., and concerns related to the downstream effects of its removal were raised, including four (4) roadway crossings that were installed with the dam in place. A request has been submitted to CT DEEP (Connecticut Department of Energy and Environmental Protection) to review the request before a permit is issued. No reason has been provided or studies have been conducted, to the best of their knowledge. The negative effects of the area's natural habitat were also raised.

Transfer Station Employee Flo Turner informed the Committee that she has been investigating the possibility of collecting plastic bags/films (grocery bags, sheeting, etc.) to take the place of the Lions Club's efforts. A company, NexTrex, which collects plastic film/bags and pays 14 (fourteen) cents per pound, has been located. She stated that storage options have been explored and a bailer, which could be purchased through the funds earned through the program, to compact the plastic would need to be purchased. She felt that the program would benefit the Town and eliminate the plastics from the waste stream. She is awaiting additional details from the company.

Parks & Recreation Commission Chairman Stone requested the status of the proposed Camp Oakdale Garage. He also reported that they are in the process of determining a location to place a recently donated large canopy and the cost of the concrete pad.

Public Works Director Carlson stated that they plan to survey the property and determine the best location for the garage.

Councilors Caron and Southard will meet with Parks & Recreation Commission Chairman Stone regarding the next phase of the Pavilion.

10. Remarks from the Councilors – *none*

11. Adjournment

Motion made by Councilor Lathrop, seconded by Councilor Southard, to adjourn the meeting at 6:21 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