

TOWN COUNCIL WEEKLY STATUS REPORT

November 17, 2016

MRO Volume 24, No. 46

UPCOMING MEETINGS

- Tuesday, November 22nd, Town Council Committee of the Whole, 6:00 p.m., Town Hall Annex, CR1

TOWN OFFICES CLOSED

Please be advised that all Groton Town offices will be closed in observance of the Thanksgiving Day holiday on Thursday, November 24th and Friday, November 25th. Please enjoy the upcoming holiday with your friends and family.

ATTACHMENTS

1. Attachment 1 is a press release from Suisman Shapiro Attorneys-at-Law announcing the election of Eileen Duggan as a shareholder in the firm. Attorney Duggan is the first woman to serve in this senior leadership role for the largest law firm in eastern Connecticut.
2. Attachment 2 is a press release from the Animal Welfare League of New London County for the 4th annual "Paws to Celebrate" holiday fundraiser on Saturday, December 3rd from 10:00 a.m. to 4:00 p.m. and Sunday, December 4th from 11:00 a.m. to 3:00 p.m. at Boilermakers Lodge 614, 33 Sacred Heart Drive.
3. Attachment 3 is an invitation from the Groton Senior Center for Carol Pratt's retirement party on Thursday, December 15th from 6:00 p.m. to 10:00 p.m. at Groton Inn & Suites. Tickets are \$25.00 per person and include hors d'oeuvres and a contribution towards a retirement gift. For more information or to purchase tickets, please contact Mary Jo Riley at the Groton Senior Center at 860-441-6636.

MONTHLY REPORTS

1. Library (October):

- Library Board members conducted a survey about the use of the Library on Sundays with an outcome of 570 people surveyed from October 2nd through October 9th.
- The Director attended meetings of the Connecticut Library Association Board and the Power of Together 2, and a meeting regarding the Senior Center/Library sign.
- Bumpers N' Books, the Town's second annual trunk or treat, was held on October 29th with roughly 400 people in attendance.
- The Library renovation continues with the electrical subcontractors working on wiring and installation of lighting.
- Staff is working on identifying iconic Groton images for the digital wallpaper.

2. Public Works (October):

- Staff signed the lease agreement for the Flanders Road Landfill Solar Installation.
- Staff signed a 10 year Municipal Services Agreement with SCRRRA for solid waste disposal.
- The State has received bids for the reconstruction of Crystal Lake Road.
- Design work has started for the effluent pump station at the Water Pollution Control Facility.
- Staff reviewed the proposed changes to the general permit for stormwater discharge and the impact to the Town.
- Staff received specifications for department review for the replacement of the uninterruptable power supply for emergency dispatch.

Attachments
MRO/lh

Bresnyan, Nicki

Subject: FW: Press Announcement

From: Colleen LaFrancois [<mailto:roger@lafrancoismarketing.ccsend.com>] **On Behalf Of** Colleen LaFrancois

Sent: Friday, November 11, 2016 11:27 AM

To: Bresnyan, Nicki

Subject: Press Announcement



**Attorney Eileen C. Duggan Elected Shareholder of
the Largest Law Firm in Eastern Connecticut**

New London, CT: Firm shareholders Matthew E. Auger, James P. Berryman, Michael A. Blanchard, John A. Collins, III, and Jeffrey W. Hill recently elected Eileen C. Duggan as a Shareholder of Suisman Shapiro Attorneys-at-Law. She is the first woman to serve in this senior leadership role for the largest law firm in eastern Connecticut.

Eileen heads the firm's Labor, Employment and Municipal Law Department. She has served as the Town Attorney for the Town of Groton for 10 years, and recently became a board member of the Connecticut Association of Municipal Attorneys. Eileen primarily represents and advises public sector, private sector and non-profit entities in all areas of labor relations and employment law. She

frequently appears before such administrative agencies as Connecticut State Board of Mediation and Arbitration, the Connecticut State Board of Labor Relations, and the Connecticut Commission on Human Rights and Opportunities.

Eileen received her Bachelor of Arts from Yale University in 1990, graduating Phi Beta Kappa and summa cum laude. She then earned her Juris Doctor in 1993 from the University of Virginia. After clerking for the Honorable Barry R. Schaller of the Connecticut Appellate Court, she joined the firm in 1994 and became a Partner in 2001.

Eileen is admitted to the bar of the State of Connecticut (1993) and the U.S. District Court for the State of Connecticut (1994). She is a member of the Connecticut and New London County Bar Associations, and in 2002, was elected as a Fellow of the Connecticut Bar Foundation James W. Cooper Fellows Program.

Outside of work, Eileen is a sports enthusiast who resides in Waterford with her daughter and their dog and three cats. She remains connected to the community through a variety of activities. As an active member of the Yale Alumni Schools Committee, Eileen interviews local high school seniors applying for undergraduate admission. At St. Joseph Church in New London, she is a Eucharistic Minister and Lector and also participates in its Ministry of Care to New London nursing home residents. Eileen previously served on the boards of Covenant Shelter and Connecticut Adoption and Family Services, and currently sits as a board member of the U.S.S. Groton Sail Foundation and as Treasurer on the board of the Eastern Connecticut Chamber of Commerce.

About Suisman Shapiro Attorneys-at-Law

For more than 75 years, Suisman Shapiro, a multi-practice law firm located in New London, has served the legal needs of residents and businesses throughout eastern Connecticut. The firm offers deep experience, cutting-edge innovation and a proven record of success. For more information visit www.suismanshapiro.com

Suisman Shapiro

Attorneys-At-Law

Hylton, Lisa

Subject: FW: Press Release fo AWL's 4th Annual Paws to Celebrate

----- Original message -----

From: Wendy Eckholm <joranfredricks@yahoo.com>

Date: 11/14/16 12:20 PM (GMT-05:00)

To:

Subject: Press Release fo AWL's 4th Annual Paws to Celebrate

Animal Welfare League of New London County is having our 4th Annual "Paws to Celebrate" holiday fundraiser Sat., 12/3, 10 a.m.-4 p.m. & Sun., 12/4, 11 a.m.-3 p.m. at Boilermakers Lodge 614, 33 Sacred Heart Drive, in Groton.

We'll have rescues with pawsitively purrfect adoptables; our raffle; and, an enormous silent auction along with a resale of holiday treasures.

During our Paws to Celebrate you'll have a chance to meet awesome volunteers with: Compassion for Cats of N.L. County, Phoenix Rising Equine Rescue and PugPit Rescue, Inc. And consider this: wouldn't the best present be to save a life this holiday and bring a new furry family member Home for the Holidays?

Join us and celebrate 53 years of AWL's providing assistance to companion animals in need in New London County. Visit with other fellow animal lovers, meet our Ambass-A-Dog Allie Mae and share in the spirit of the season.

AWL's Annual Pet Food Drive is held during this event---we are requesting wet & dry cat/dog food donations to help animal families in need this holiday season. There are many animals in need in Southeastern CT--- please help us help them this holiday!

Microchips are available by appointment that Sunday. Cost is \$25 for lifetime registration and installation. Please call ahead to schedule your pet for this service (860-445-0280).

Funds raised are earmarked for AWL's Spay/Neuter efforts and go towards veterinary care of animals in New London Animal County. If you have questions/donations please call 860-445-0280.

I thank you so very much for your help in spreading the word for us.

Sincerely,

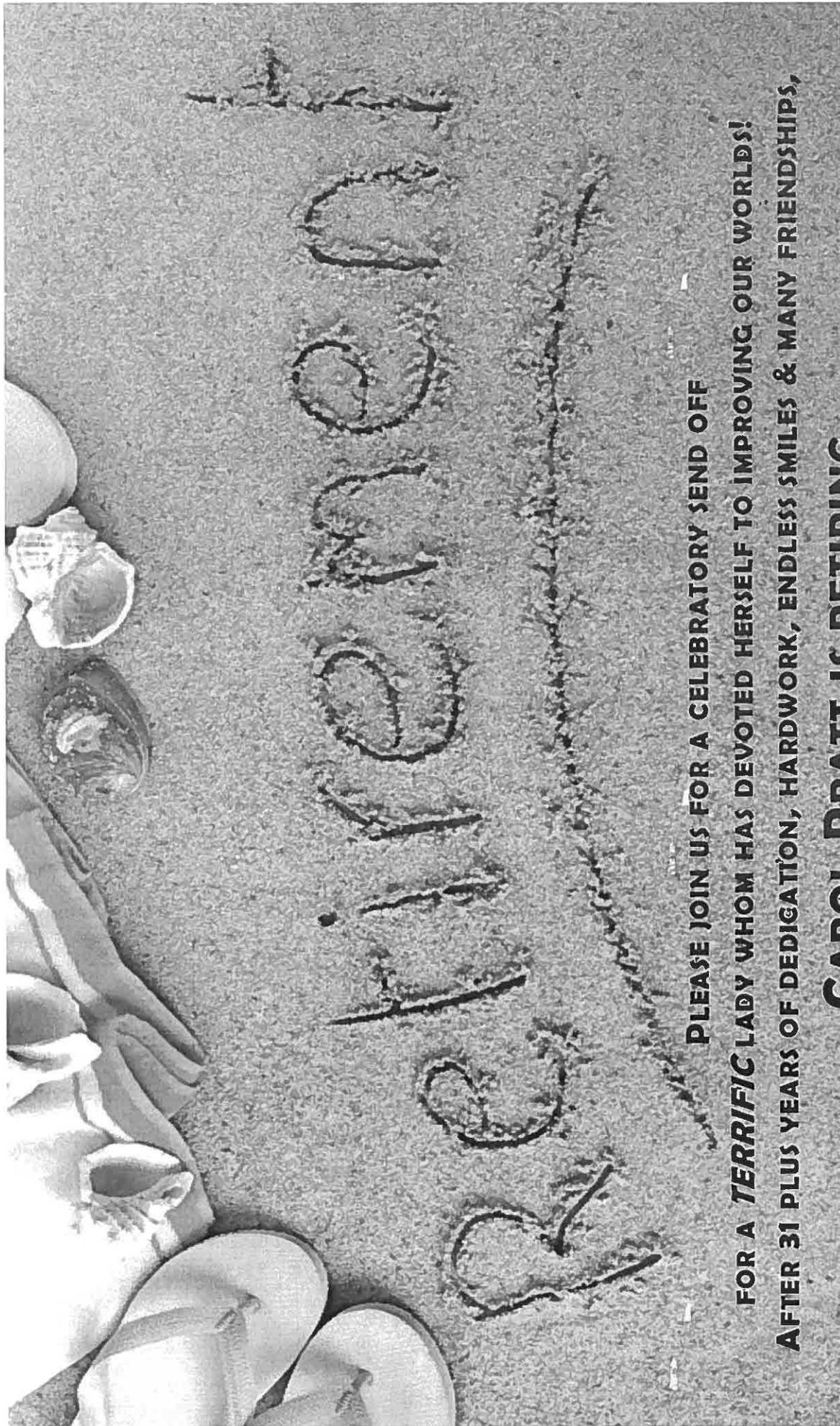
Wendy Eckholm

Secretary

860-445-0280

Animal Welfare League of New London County, Inc.

860-445-0280



**PLEASE JOIN US FOR A CELEBRATORY SEND OFF
FOR A TERRIFIC LADY WHOM HAS DEVOTED HERSELF TO IMPROVING OUR WORLDS!
AFTER 31 PLUS YEARS OF DEDICATION, HARDWORK, ENDLESS SMILES & MANY FRIENDSHIPS,**

CAROL PRATT IS RETIRING.

**PLEASE JOIN US THURSDAY, DECEMBER 15TH AT GROTON INN & SUITES
6:00 PM TO 10:00 PM**

**TICKETS ARE \$25 PER PERSON (INCLUDES HORS D'OEUVRES AND GIFT TO CAROL)
PURCHASE YOURS AT GROTON SENIOR CENTER ~ 102 NEWTOWN RD GROTON, CT 06340**

**CHECKS CAN BE MADE OUT TO TOWN OF GROTON
QUESTIONS? CALL MARY JO 860-441-6636**

Groton Public Library
Monthly Report
October 2016

Library Activities

- Library Board members conducted a survey about the use of the Library on Sundays. 570 people were surveyed from October 2 – 9.
 - 69% of respondents were Groton residents; 31% were non-residents.
 - 54% use the Library on Sunday.
 - 84% said that Sunday hours are either very important (54%) or somewhat important (30%).
 - 44% visit the Library more than once each week. An additional 48% visit 2 or 3 times each month.
 - Many patrons added comments:
 - This is the busiest place in town and should always be open on Sunday. Families depend on it.
 - I don't come on Sundays as I'm retired, but I think it's important to people who are in school or still working to be able to visit our beautiful library.
 - Best lib ever! Friendly! Intelligent! Planning ahead skills wonderful.
 - Thanks for maintaining this excellent resource. Before I had my own computer I used the library consistently – often on Sundays – to complete my college work.
 - Please do not remove Sunday hours or the space for study/meeting rooms. Very important!!! Thank you.
 - Thank you for making the Groton library one of the best libraries in CT. It is truly one of the best places to come and do homework.
 - Staff is exceptionally knowledgeable, willing to help and be of service. Resource very good – very comfortable, welcoming environment & a core resource for community.
 - This is my second home away from home!
 - Sunday hours are the best, please keep this opportunity!!
 - I believe that the GPL is the best facility as such in SECT. Personally, I would very much appreciate the Sunday hours being continued. I do quite a lot of my professional work online and greatly appreciate the opportunity to do so at GPL.
 - Best library I've been to in all the communities I have lived. Unfortunately my most free day is Sunday when hours are most limited.
- The Library Director attended the following meetings:
 - CLA Board, October 6, to meet with State Librarian about potential cuts to borrow IT CT.
 - Power of Together 2, October 11, to speak about the impact of their donation on the Library.
 - Senior Center/Library sign, October 26.
- About 400 people attended Bumpers and Books on October 29. Families are invited to trick or treat at this event organized by the Junior Friends of the Library with support from the Town Police. Car trunks are decorated in book-related themes, book character costumes are welcome and treats are offered.

Renovation Project

- The Library renovation project continues. Electrical subcontractors have been working on wiring and installation of lighting.
- As part of the building renovation project, the Library has installed a new drive up book drop located in the left lane as you pass in front of the Library. Patrons can drop items off from their vehicles. There are two slots; one for books and one for digital media, such as DVDs, music CDs and audiobooks. The exterior book return offers convenience for customers and brings the Library into fire safety compliance.
- Staff is working on identifying iconic Groton images for the digital wallpaper. Meetings have been held with the Town Historian, Jim Streeter, and with Jason Mancini and Deb Jones at the Mashantucket Pequot Museum to gather expert input.

GROTON PUBLIC LIBRARY - MONTHLY STATISTICS

	OCT 16	OCT 15
Number of Library Visits	17626	18203
Circulation Statistics		
Total	24508	27510
Adult print	11628	12925
Adult nonprint	4960	5608
Children print	5926	6983
Children nonprint	984	1352
e Books and magazines	781	503
Downloadable audio	227	134
Downloadable video	2	5
Nonresident usage	6631	7368
Internet Use		
Public computers	4624	5896
Wireless	1672	1868
Public/Wireless Computer Prints	10634	13511
Web/Social Media Activity		
Library Home Page	16944	21782
Groton History Online	1941	2138
GMTV	222	472
Facebook Friends	1966	1593
Interlibrary Loans		
Items received	314	314
Items loaned	398	417
New Patron Registration		
Adult	95	97
Children	28	79
Community Services		
Programs/Attendance	117/2163	101/3112
Adult	53/566	50/772
Children	41/1470	41/2115
Young adult	23/127	10/225
Meeting Room		
Nonprofit	151	138
Profit	0	2
Materials Added to Collection		
Adult print	842	748
Adult nonprint	39	86
Children print	200	185
Children nonprint	4	17
Video Services		
Programs produced	15	9
Programming hours aired	423	426
Town/Library messages posted	73	52

PUBLIC WORKS DEPARTMENT

MONTHLY REPORT – OCTOBER 2016

Public Works Administration

Service Area: Business/Management Support

- ❖ Significant Actions and Results
 - Signed the Lease Agreement for the Flanders Road Landfill Solar Installation
 - Signed 10-Year Municipal Services Agreement with SCRRA for solid waste disposal
- ❖ Pending Items
 - Working on FYE 18 Budget

Public Works Operations

Service Area: Roads and Streets

- ❖ Significant Actions and Results
 - Completed the resurfacing of the following roads:
 - Portion of Noank-Leydard Road
 - Continued with maintenance work in the following areas:
 - Town wide street sweeping
 - Repaired catch basins in Fort Hill and Noank Ledyard Road
 - Continued with roadside mowing
- ❖ Pending Items
 - None

Service Area: Traffic Operations

- ❖ Significant Actions and Results
 - Continued the painting of Stop Bars throughout the Town
- ❖ Pending Items
 - Installing No Parking Signs On Starr Hill Road

Service Area: Forestry

- ❖ Significant Actions and Results
 - Staff attendance at mandatory school for Tree Wardens
- ❖ Pending Items
 - None

Service Area: Equipment/Fleet Management

- ❖ Significant Actions and Results
 - See attached document "Unusual Task Ends in a Win\Win for Public Works"
- ❖ Pending items
 - None

Service Area: Facilities

- ❖ Significant Actions and Results
 - None
- ❖ Pending Items
 - Received specifications for Department review of the replacement of the Uninterruptable Power Supply (UPS) for Emergency Dispatch
 - Received specifications for Department review for the repair/replacement of components for the indoor firing range, Police Station

Public Works Engineering

Service Area: Project Management

- ❖ Significant Actions and Results.
 - State has received bids for the Reconstruction of Crystal Lake Road
 - Design work has started for the Effluent Pump Station at the Water Pollution Control Facility.
 - Renovations to Groton Public Library Local History Room is continuing with a completion date of February 2017
 - Received bids for the replacement of the Fishtown Road Pump Station
- ❖ Pending Items
 - Scheduling meeting with abutting property owner concerning the Pearl Street Noank sidewalk replacement
 - Reviewed plans with design engineer for the first phase of Code Modifications to Fitch Middle School in early August.

Public Works Environmental

Service Area: Sanitary Sewer

- ❖ See attached "Water Pollution Control Division October 2016 Monthly Report"

Service Area: Storm water

- ❖ Significant Actions and Results
 - None
- ❖ Pending Items
 - Reviewing the proposed changes to the General Permit for Stormwater Discharge and the impact to the Town (man-hours and funding)

Service Area: Solid Waste

- ❖ Significant Actions and Results
 - None
- ❖ Pending Items
 - Continue with the investigation of the impact of the closed landfill at Welles Road on the groundwater. This is a requirement of the DEEP permit that closed the landfill.

Unusual Task Ends in a Win\Win for Public Works

The Public Works Department recently faced an unusual task; a vehicle was available in the PW Roads and Streets division due to a reduction in staffing brought about by the FYE 17 budget. The task was to find a place for this vehicle where it could be put to the best use.

After assessing the needs of the total Fleet, a couple of possibilities came to light. The Public Works staff reductions had brought about changing roles and responsibilities within the Department which resulted in changing vehicle needs to meet these new responsibilities. The first step was to transfer the vehicle from the PW Roads and Streets division to the Fleet division. For the Roads and Streets division, transferring this vehicle will result in an FYE 18 - vehicle lease fee (5315) savings of \$2,667 and a reduction in their maintenance (5316) and fuel use (5317) accounts. For the Fleet division this vehicle met the needs of the department, was lease fee neutral and had better fuel economy, which will reduce their fuel cost (5317) in the FYE 18 budget,

The second step of the solution was recognizing that the Emergency Management division was operating two under-utilized vehicles, a small Chevy Blazer used as a staff vehicle, and an F350 pickup used for towing the Town's emergency response trailers. After receiving the Roads and Streets vehicle the Fleet was then able to reassign one of their vehicles to the Emergency Management division. The transferred vehicle has the ability to seat 5 adults to meet the staff needs of the division and has the capacity to tow the emergency response trailers. This allowed for the removal of the two previously under-utilized vehicles and will result in a maintenance (5316) and fuel (5317) savings in the FYE 18 budget year for the Emergency Management division.

Savings as a result of vehicle transfer

- Roads and Streets division
 - Lease fee (5315) reduction of \$2,667
 - Maintenance (5316) reduction of \$250
 - Fuel (5317) reduction of 250 gallons of unleaded
- Fleet division
 - Lease fee (5315) neutral
 - Maintenance (5316) reduction of \$200
 - Fuel (5317) reduction of 125 gallons of unleaded
- Emergency Management division
 - Lease fee (5315) neutral
 - Maintenance (5316) reduction of \$500
 - Fuel (5317) reduction of 100 gallons of unleaded and diesel fuel

Water Pollution Control Division

October 2016 Monthly Report

Division Performance

During October, the treatment plant performed as follows:

- A. Gallons Treated: 85 Million Gallons
- B. Sludge transported for final disposal: 240,500 gallons (Average 5.56% solids)
- C. Average Daily Flow Rate: 2.74 Million Gallons Per Day (MGD)
- D. Highest Observed Flow Rate: 8.3 MGD (October 21)

Operations

Process Status –

We continue to perform better than our permit requires for TSS, BOD, and other key performance indicators. Although additional test results are forthcoming, our effluent Nitrogen for the month is averaging 123 lbs/day which is well below the permit limit of 153 lbs/day.

Staff is in the process of finalizing the submittal of our National Pollution Discharge Evaluation System (NPDES) permit renewal. It will be sent to CT DEEP the second week of November.

Completed 113 Call Before You Dig Requests including 7 emergency requests. The ongoing installation of natural gas piping in different areas of the Town is keeping the number of requests high.

Personnel/Training

We made an offer to a candidate to fill the Operator Trainee. An answer is expected November 7. We are still waiting to fill our vacant Equipment Operator position.

Staff conducted additional bypass exercises at the Goss Cove pump station. Several important lessons were learned from the operation including the need to obtain external contract pump support in the case of an actual emergency at the station.

WPCD staff completed biennial First Aid and CPR training.

Outreach/Education

On October 7th, the senior class of the Bioscience and Environmental Program at the Ella T. Grasso Southeastern Technical High School toured the plant to see how millions of gallons of sewer waste is treated here every day.

WPCF staff has partnered with UCONN's School of Engineering this year to provide mentorship to a group of engineering students engaged in completing their mandatory Senior Design Project. Plant staff met with three University of Connecticut students who are preparing an analysis and design for a sludge management system. The design will use our plant data and facility layout as a starting point for their design.

Projects

Highlights of current construction projects follow below:

Secondary Clarifier Repairs – Bids opened. Anticipate project award in immediate future.

Underground Storage Tank Replacement –This project replaced three underground storage tanks that had reached the end of their life and had to be removed by statute. Project is nearly complete and only punchlist items remain. Photos below show the finished tanks at all three locations.

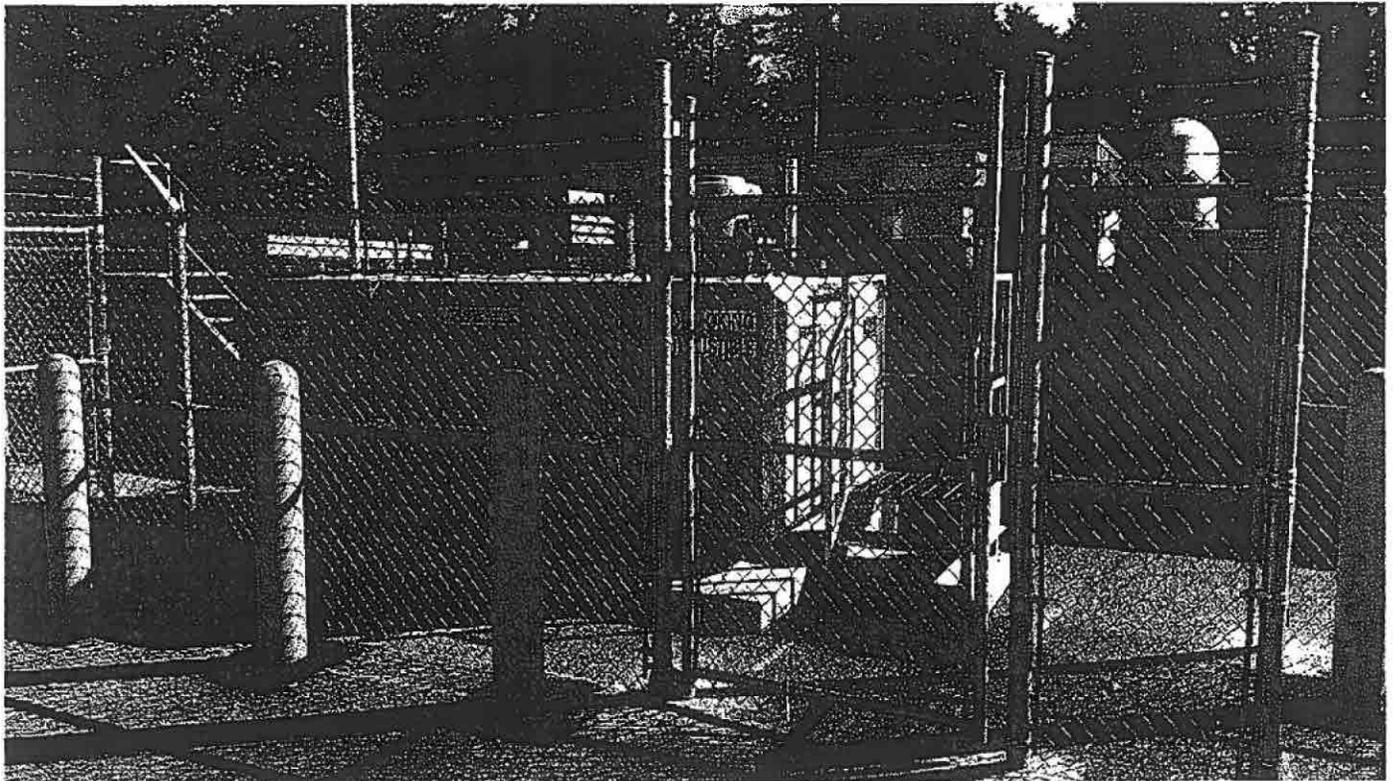


Figure 1 New tank installation - Poquonnock River Pump Station

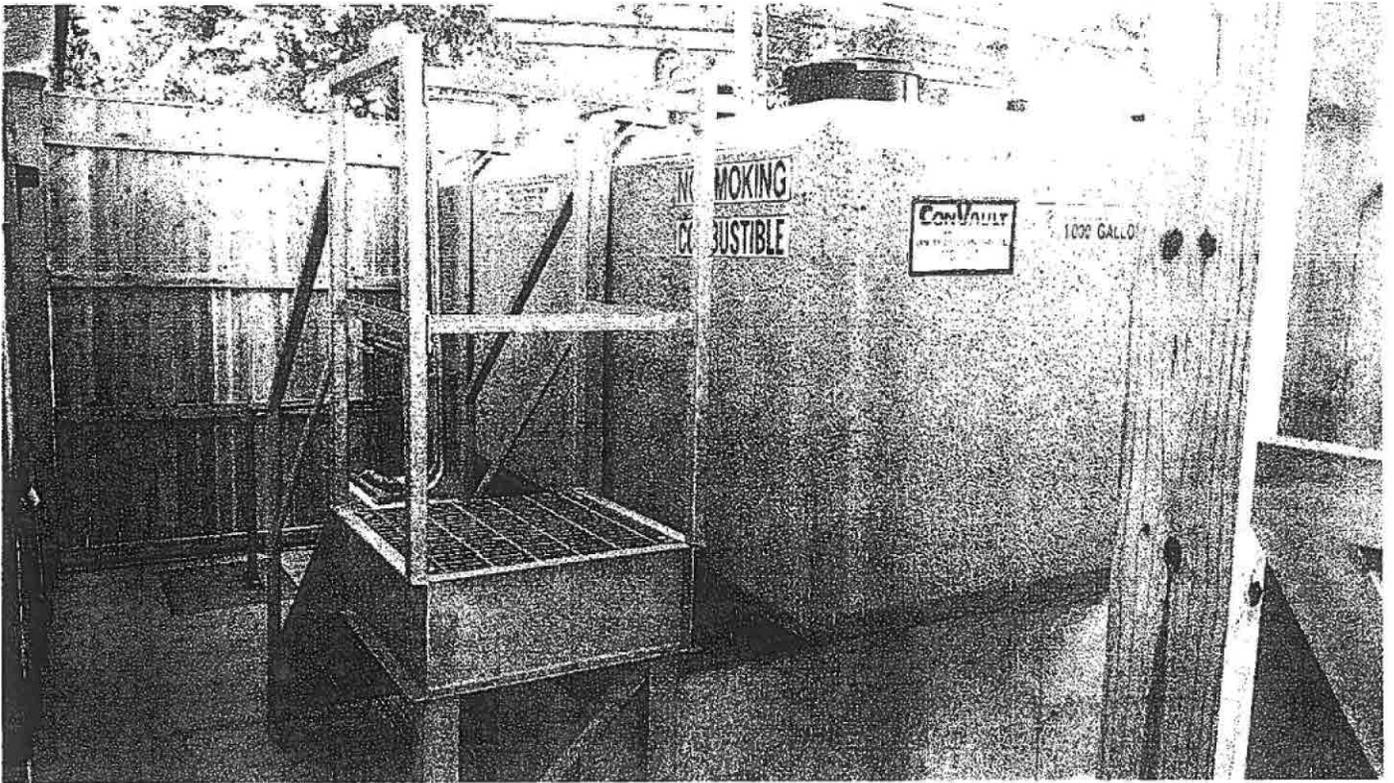


Figure 2 New tank installation - Isecke Cove Pump Station

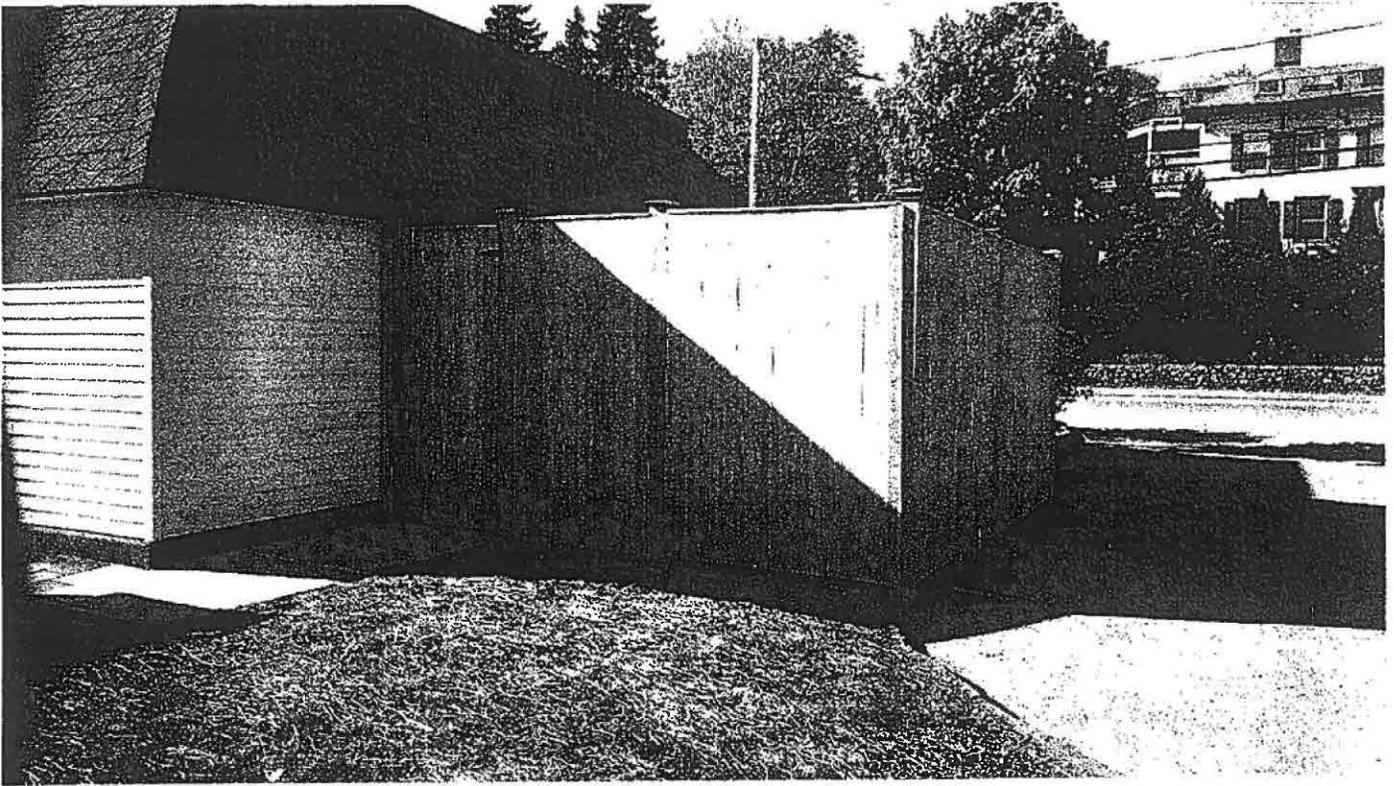


Figure 3 New fencing at Boston Falls

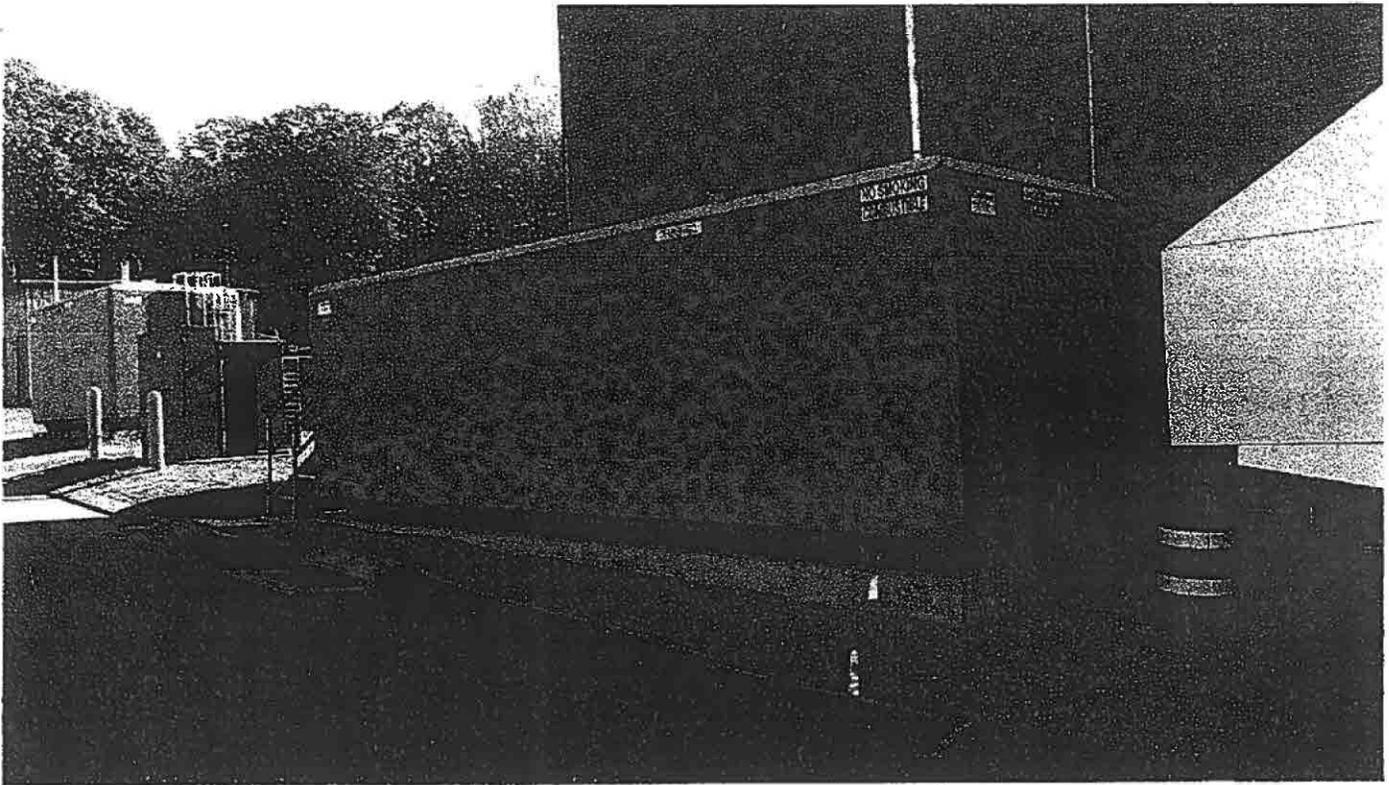


Figure 4 New heating oil tank at the WPCF.

Pump Station Roofing Replacement and Safety Rail Installation –Project has been awarded. Project manager is currently reviewing submittals.

Fishtown Road Pump Station Refurbishment –Bids were opened on September 22 and are currently being evaluated for compliance with the specifications.

Effluent Pump Station Improvements – Engineering and design services have commenced. Preliminary design work is in progress.

WPCF Boiler Replacement – Project is a few weeks overdue, but is in the final stages of completion. We have heat! Balancing, final insulation installation and punchlist items remain. Photos below are the boiler room in its almost complete form. The equipment is much more compact than the old system and new lighting and a coat of paint make the room almost unrecognizable.

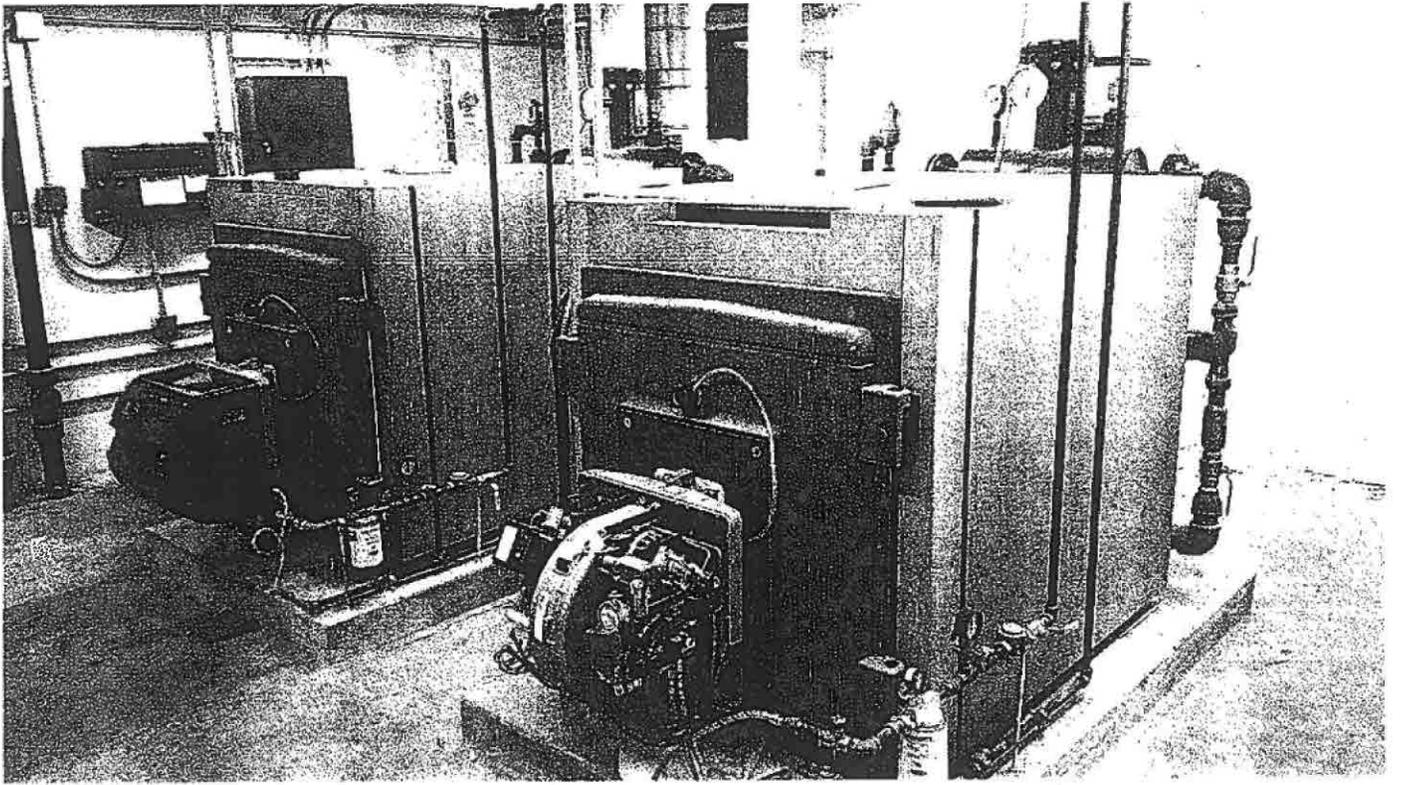


Figure 5 New boilers installed and operating. System is still being balanced for optimization.

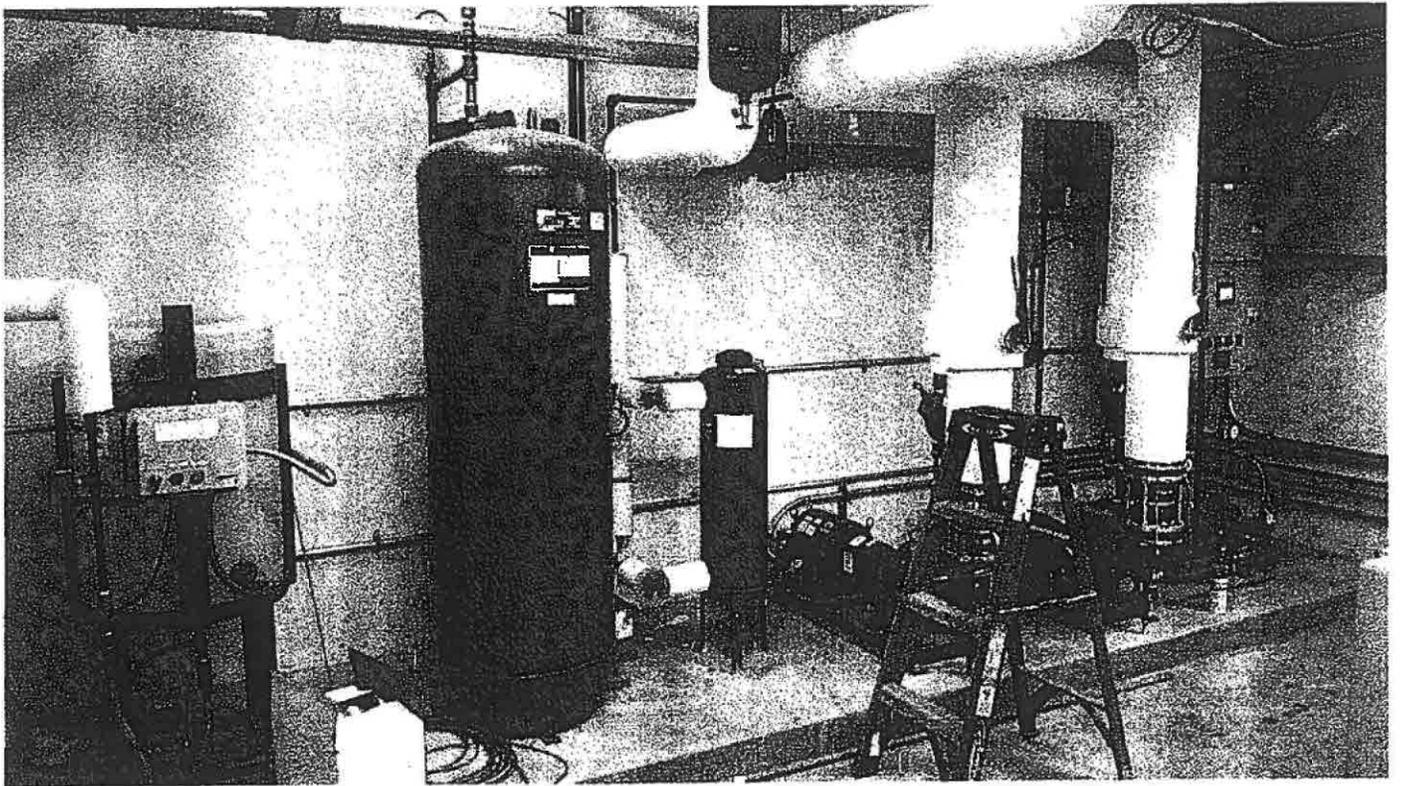


Figure 6 Interior boiler room showing water pumps, expansion tanks and glycol system.

Historical Data

At the request of the WPCA, historical information is being provided for comparison purposes with the monthly reports.

Month	Total Gallons Treated	Sludge Disposal (gallons)	Average Daily Flow (MGD)	Highest Observed Flow (MGD)
Oct-15	88.8	234000	2.87	7.7
Nov-15	77.5	227500	2.59	5.5
Dec-15	93.7	208000	3.02	6.9
Jan-16	106.1	201500	3.42	8.7
Feb-16	113	234000	3.89	7.7
Mar-16	105.5	286000	3.4	10
Apr-16	102.7	208000	3.42	7.8
May-16	92.6	182000	2.99	5.1
Jun-16	87.4	247000	2.91	5.1
Jul-16	85	170000	2.74	8.4
Aug-16	87.1	195000	2.81	6.5
Sep-16	79.1	201500	2.64	8
Oct-16	85	240500	2.74	8.3
Running Average	92.6	218077	3.0	7.4