

MINUTES
COMMITTEE OF CHAIRPERSONS
OCTOBER 17, 2011 – 6:00 P.M.
TOWN HALL ANNEX – COMMUNITY ROOM 2

I. ROLL CALL

Present: Bates, Fitzgerald, Martin, Munn, Nado, Pritchard, Stebbins, B. Williams, D. Williams
Staff: Murphy, Norris, Silsby
Also Present: Schneider

Acting Chairperson Pritchard called the meeting to order at 6:00 p.m.

II. PUBLIC COMMUNICATIONS – None

III. APPROVAL OF THE MINUTES OF July 18, 2011

MOTION: To approve the minutes of July 18, 2011

Motion made by Bates, seconded by D. Williams, so voted 5 in favor, 0 opposed, 2 abstentions (Stebbins, B. Williams). Motion Carried.

IV. ITEMS OF BUSINESS

1. Hurricane Irene Infrastructure Damage – Update

Staff explained that they have spoken to the Town's Department of Public Works, as well as emergency preparedness staff and emergency dispatch.

Public Works Director Schneider reported on the damage that the Town incurred during Hurricane Irene and what is being requested for reimbursement from the State of CT. He explained that Federal Emergency Management Association (FEMA) will pay for debris removal for the first 72 hours and the Town is requesting \$70,000 for that effort. Additional reimbursement is allowed for equipment, labor, and the clearing of roads. Information was given about Category B storms and how much reimbursement is allowed by FEMA. He noted that the Town is seeking \$65,000 in reimbursements for utility systems. The total amount of money being sought for reimbursement is \$319,000.

2. Department of Public Works Major Projects – Update

Public Works Director Gary Schneider reported on current projects that the Town is working on or have completed.

- Schneider reported that the 5-foot wide sidewalk near Groton Regency is being installed due to the fact that there is no snow shelf or shoulder that currently exists. A permit to remove ledge has been received and the project should be completed by 11-25-2011.
- The River Road Culvert project has been completed. Details were given relative to what was repaired. Guard rails were replaced, like for like, and everything is now working well.
- Shennecossett Golf Course Improvements – Windows will be replaced and the exterior fuel tank will be replaced with a 2000 gallon outside tank. Bids opened 10-6-11 and the project is slated to be completed in 90 days. Leftover funds will

go towards work on the exterior, which may cost close to \$70,000. Structural issues will also be addressed.

- Riverview Avenue drainage improvements are needed. The Town is currently seeking an easement for the wall to remain. This project went to bid on August 25, 2011 but will be re-bid this winter due to bidding costs. Schneider is hoping to use Town employees to accomplish some of the work.
- Town Hall Annex fire alarm replacement plan; This item was slated to go out to bid around October 6, 2011, with a completion date of 12-9-11. Contracts have been signed.
- Sidewalk installation on Poquonnock Road and replacement of wire rope railing in back of the sidewalk was addressed.
- Poquonnock Plains Park (PPP) soccer booth has been designed though work is still needed.
- A design plan has been completed to create additional parking at PPP.
- Bids due November 3, 2011 for the sewer authority to turn the current 6 bay garage into a workable garage complete with lockers, lunchroom, office, etc. The present zoning violation will then be a moot point once the work is complete.
- The RTM has approved funds for the Judson Avenue drainage studies. The next phase is the design and to seek permits. The project is to permit it so drainage systems meet a 25-year storm event. Final design fees and construction costs will be determined at a later date. The cost for this project will be over \$1M, which will be implemented into the CIP budget.
- Flanders Road project near the industrial complex area involves sewer and water upgrades. Fuss & O'Neill have been contracted to determine how sewer and water can be extended. DOT is also involved in this CIP project costing \$14M. The road study has been completed.
- Relative to the Thames Street reconstruction, details were given about bonding and the process for hiring a civil engineer as well as a construction manager to manage the entire project.

Discussion followed about outside cables and lighting. Staff will report back to the Committee about the metal railing that is to be installed on Snake Hill.

- Funding for the Town Hall Annex roof replacement project was noted.
- Windows leaking at Fitch High School being repaired.

Bates was pleased with the realignment work that was done on Route 1 and is now inquiring about doing another area in Groton. Staff noted that that would need to be brought up to the traffic authority, through the Town Manager's office.

3. Property Maintenance and Blight Prevention Program – Update

This item has been discussed with the Town Council and a preliminary draft has been completed. A schedule was distributed. A public information meeting is expected to be held after the first of the New Year.

4. Ethics Ordinance – Update

Staff noted that a report has been given to the Town Council which would amend the original ordinance. The Council will review the document and report back to the Committee, although Staff does not have any established schedule.

5. Spicer Property Open Space Grant – Update

Staff have met with the property owners (Spicer and Pulaski). Details were given about the \$650,000 state grant and the extension that was granted. The money is currently in an account to be used for open space purchase. He feels confident that a deal will be finalized in the near future. The next step would be to draft up a purchase agreement. He hopes to close the deal before April 2012.

6. Mystic Streetscape – Update

Staff provided a newsletter and reviewed sketches about pavers, the location of drainage systems, excavation work, and electric cables. The goal is to complete this project by June 30, 2011. Due to the winter season, sidewalk work will be done and utility work in areas 2 and 3. Parking areas were addressed. CONNDOT will be giving the Town additional funding over and above what we currently have for this phase. Phase 2 designing should be completed soon, which may go out to bid next summer. Updates are available on the Town website (www.groton-ct.gov)

Updates were given about the Central Hall building. It was noted that the owners are trying to define a new energy source, which could impact the pump station. An application for a site plan modification and a coastal site plan modification should be received by the Planning Department in the next couple of months. The Town Council has endorsed this project in order to locate the propane tank at the pump station.

Relating to the public restrooms on Water Street, information was given about the water main break. It was noted that Water Street is partially a State road. Staff will check into whether this project will proceed through the entire winter season. Stebbins expressed his concerns about the road. Staff noted that this is temporary paving but will look into this and report back.

Discussion ensued as to how far the streetscape project will go down through downtown Mystic. An inquiry was made about replacing the water main at the Bank Square intersection. Other topics covered were relative to costs associated with hiring contractors to do traffic control and alternating and one-way traffic on the highway bridge. A concern was raised about what would happen if a power failure occurred with the bridge. An inquiry was made about the costs to install benches in downtown Mystic.

7. Energy Efficiency and Conservation Block Grant Projects – Update

Staff gave background information about what projects will be included and how they will be funded. The focus will be on an energy efficiency action plan. A copy of the “Request For Qualifications” (RFQ) was distributed, which will be published soon. A lighting project is currently on-going. A prioritized list will be developed in regards to town operations and administration, and how they support energy conservation. The hope is to reduce carbon emissions in all town buildings.

Staff stated that the Charles Barnum School lighting project is in process, for which the Town will receive an \$18,000 rebate. Information was given about the Groton Public Library project and the costs involved. He explained that the rebate money may be used as seed money for other projects. An inquiry was made about the availability of federal money to purchase solar panels for Groton buildings.

8. Identification of Topics for Discussion

The following topics will be included at the next meeting scheduled for January 23, 2012: Property Maintenance Code, Blight Ordinance, Ethics Ordinance, Spicer Property Open Space Grant, Mystic Streetscape, Energy Efficiency and Conservation Block Grant Projects, Oral School, and solar panels in public buildings.

9. 2012 Meeting Schedule

MOTION: To adopt the 2012 Meeting Schedule, as proposed

Motion by Stebbins, seconded by Bates, so voted unanimously

V. REPORT OF CHAIRPERSONS

A query was raised about the Planning Commission not having been invited to the Oral School review meeting that the State of Connecticut conducted with the Town Council. Staff explained that politicians such as State Representatives and the Town Council, in addition to the Town Manager and Public Works Director, were invited. Some Town Department Heads were also in attendance. He explained that the State has conveyed land to the north and land to the east of the buildings. Discussion ensued about the future of these buildings and preserving specific areas.

VI. REPORT OF STAFF - None

VII. ADJOURNMENT

MOTION to Adjourn was made by Stebbins, seconded by Bates, so voted unanimously at 7:34 p.m.

Prepared by: Robin M. Silsby
Office Assistant II
OPDS