TOWN OF SOUTHINGTON
PUBLIC WORKS COMMITTEE

Regular Meeting Minutes
January 17, 2013

Absent: John DeGioia, Fred Rogers

CALL TO ORDER: Chairman Romano called the meeting to order at 4:30 p.m. in the Town Hall Council Chambers, 75 Main Street, Southington, CT.

MINUTES: Motion by Sandra Feld, seconded by Garry Brumback, to accept the minutes of the December 5, 2012 meeting. Motion carried unanimously.

COMMUNICATIONS: Chairman Romano stated that he wished to focus on any highlights associated with the standard list of items in order to spend most of the time talking about a couple of things under Old Business.

a. Reports on Ongoing Operations/Special Notices
   i. Bulky Waste Station: Nothing new to report. Most of the discussion will take place under Old Business.
   ii. Leaf Program: Finalized. Talked about the last pickup we made. Hopefully we won’t have to do it going forward through an education effort with the entire town as to how the process works.
   iii. Retention/Detention Pond Maintenance: Attention will be focused on this, weather permitting, by public works in the next couple of weeks.
   iv. Parks Department: Nothing to report.
   v. Police Department: Chief Daly reminded everybody that it is against the law to blow snow into the street or sidewalks once they have been cleared, and the responsibility of clearing sidewalks is the individual homeowner. It must be done within 24 hours.
   vi. Snow Removal: Continues. It looks like the equipment is holding up.
   vii. Storm Drainage Maintenance: Nothing to report.
   viii. Street Lights: We followed up on the quarterly report from Total Energy. They break the town into 12 sections and try to do a section each week, which results in every area of the town being hit approximately once per quarter. There were several members of the committee that expressed concern about the quality of the streetlight review and believed that we need to reinforce with Total Energy that there are lights being reported that are remaining out too long, and too many lights to be reported that call into question the quality of their drive around reporting system. The Police reported dozens of lights in the month of November, and we
have had citizens report several lights out in a relatively short period. There was an old report that Engineering used to send to the Public Works Committee on light outages, the time they were reported and the time repaired. The committee asked us to restart that report and we will do so.

ix. Water Department: No one in attendance.

x. Other: No report

b. Members Communications
Nothing specific comments from members.

c. Public Communications
Art Cyr reinforced that we need to work on the streetlight reporting system. He found over 40 lights out which brings into question the quality of the reporting.

Steve Parsons, representing the Rotary, talked about a program either to pick up trash or set up trash cans in strategic locations in order to reduce litter. Public Works and Highway said that they can pick up the cans but we need to make sure they are in places where it is safe to pull over. We will look at possible test sites in the area of the New Britain Reservoir, Rogers Orchards and Crescent Lake. We may start with 2 or 3 cans. If successful, we will go further. Garry Brumback will reach out to Lincoln College as it is one of our areas of problems with litter, maybe the frontages of Mt. Vernon and Welch Road along Lincoln College.

NEW BUSINESS:

a. Community Plantings on the Rails to Trails
   The committee completely supports the request of Ms. Wrubleski for a memorial planting on the trail in response to the tragedy in Sandy Hook. However, the Parks staff is going to decide where to place the plants and probably dig the holes to insure that it is done the way we need it to be done in order to maintain it easily. They will be able to plant the material and control the project.

OLD BUSINESS:

a. Bulky Waste Transfer Station
   We are looking at trying to make the bulky waste transfer station more efficient. We discussed extensively scanners and the supporting software to determine exactly what it was we were trying to capture with the scanners. There was general agreement that we wanted to try and keep the transfer station at no cost to the average citizen but we wanted to make sure that commercial folks and people who were abusing it were accounted for.

We discussed two primary things. One was revising the amount of hours during April and May. Currently it is open from 7am to 5pm. We will open instead from 7am to 3:30pm. Steve Wlodkowski said that from 3:30 to 5:00 was expensive to staff for very little benefit because most people do not use it then. We also discussed reducing the number of staff at
the transfer station during July and August from 6 to 5 people. We will continue to evaluate the scanners and try to bring back a more comprehensive report for the next meeting.

A motion was made by Al Natelli, seconded by Sandra Feld, to reduce the hours of operations from 5:00pm to 3:30pm during the April/May time period. Motion carried unanimously.

b. Road Improvement Program
   We broke down the resources that were approved at referendum and talked about how we will apply those resources. Refer to attached email.

ADJOURNMENT:
There being no other business, meeting adjourned at 5:35 p.m.

   Respectfully submitted,

   Peter J. Romano, Jr.
   Chairman

Attachment: Email on Road Improvement Program breakdown
Emilia Portelinha

From: Steve Wlodkowski
Sent: Tuesday, January 15, 2013 1:50 PM
To: Garry Brumback
Cc: Emilia Portelinha
Subject: RE: BOF meeting agenda item

Garry – As per your request, here is the information for the BOF meeting of 01/16.

1. The breakdown for the $11 million bond issue;
   A. Chipseal and Cracksealing (80 projects / 25.5 miles) - $1,000,000
   B. Milling and Overlay (25 projects / 11.8 miles) - $4,400,000
   C. Base Rehabilitation and Re-paving (12 projects / 5.1 miles) - $4,600,000
   D. Bridges (1 project) - $1,000,000

2. The 5 year history of funding for road maintenance;
   A. 2011/2012 - LOCIP $203,371. Town Aid $327,071. Widen & Resurface $816,443 (TOTAL $1,347,785)
   C. 2009/2010 - LOCIP $263,380. Town Aid $0. Widen & Resurface $578,711 (TOTAL $842,091)
   D. 2008/2009 - LOCIP $288,954. Town Aid $345,713. Widen & Resurface $640,731 (TOTAL $1,275,398)
   E. 2007/2008 - LOCIP $283,902. Town Aid $211,430. Widen & Resurface $651,442 (TOTAL $1,146,774)

Steven Wlodkowski, Superintendent
Highway/Park Departments
Town of Southington DPW
(P) 860-276-9430
(F) 860-276-9101

From: Garry Brumback
Sent: Friday, January 11, 2013 3:27 PM
To: Emilia Portelinha; Steve Wlodkowski
Subject: FW: BOF meeting agenda item

In prep for this we need to know how much we are going to allocate of the “referendum” funds for 1) chip seal 2) mill and overlay and 3) pulverize along with how much, over the past 3-5 years we have allocated to road maintenance including LoCIP and Town Aid.

Thanks,

Garry Brumback, ICMA-CM
Town Manager
(860) 276-6200
Happy New Year.

On our agenda for Wednesday is a Strategy Discussion regarding the Capital Improvement Plan. I hope this is where we can discuss specifically the road improvement and reconstruction capital budget. 100% of our capital budget for road improvement and reconstruction is being bonded. Do we want to continue down this path? Do we want to partially fund with cash? (i.e. routine maintenance items). How much cash vs. bonding? If cash funding is appropriate, when should we start adding that to the budget? Should we start with a smaller amount and add to it each year or wait till the bond $$ runs out and add needed funding to the budget then?

I hope we have time to discuss this important question and information is available to help us do that.

See you all Wednesday.

Wayne

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Bonding $10,000,000 Roads

Debt Service $5.5 million = $715 thousand 1st year decreasing each year
### PROPOSED BOND ISSUES FOR ROAD & BRIDGE IMPROVEMENT PROGRAM

#### ESTIMATED DEBT PAYOFF SCHEDULE

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| Totals      | 5,500,000 | 981,750  |        | 5,500,000 | 981,750  | 12,963,500 |

The following estimates/assumptions were used for the above calculation:
1. 3.00% average rate over life of the issue.
2. Two 10 year bonds
3. Level principal payoff per year.
4. Mill rate impact calculated on the 10/1/2011 Grand List. If Grand List increases, the amount of mills required will decrease slightly.

Prepared by Finance Director