

**Town of Southington
Public Works Committee**

Committee Members:

Michael DeSanto, Chair	Present	
Paul Chaplinsky Jr., Vice Chair	Present (4:21 pm)	
Christopher Poulos	Present	
Ed Pocock Jr.	Not Present	
Susan Zoni	Present	
Chief Jack Daly	Present	
Bill Casarella, Water Department Superintendent		Present
Keith Hayden, ex-officio	Present	
Annette Turnquist, ex-officio	Present	

Contact Person:

Keith Hayden, Director of Public Works
860.276.6231
haydenk@southington.org

MINUTES

Wednesday January 8, 2020 – 4:00 p.m.
Town Council Chambers, Town Hall

1. Call to Order – Quorum *The meeting was called to order at 4:00 pm.*
2. Approval of Minutes
 - i. 12-4-19 Meeting Minutes *Zoni/Chief Daly 4-0-1 (Mr. Poulos abstained)*
3. Presentation on Household Hazardous Waste Collections - Mark Bobman, Executive Director, BRRFOC *Mr. Bobman gave a presentation on the hazardous waste collections in the region and gave statistics (attached) on the participation of Southington residents. The Town of Southington gets billed when its residents drop off hazardous materials at any regional collection. Last year the Town was billed \$8,400. There was general discussion and the Committee concluded that in the interest of protecting the environment and to better serve residents it would be advisable to host a collection annually in Southington. The collection was hosted previously by the Health Department. Subsequent to the meeting the Chairman contacted the Town Manager inquiring the best way to add a Southington hazardous Waste Collection day.*
4. Building Department FOI Policy *Rob Phillips and Jeff Pooler explained the increase in Freedom of Information (FOI) requests as of late. They handed out a monthly summary of FOI requests for 2019 with a low of 22 and a high of 54 FOI requests per month. These records are digital since 2005 but all previous records are filed chronologically by building permit number making it very difficult and time consuming to fulfill these FOI requests. The consensus of the Committee was that the Town should digitize the building permit records. Mr. Phillips is soliciting pricing to digitize all their building permit records.*
5. Communications
 - a. Police Department – *No report*
 - b. Bulky Waste Transfer Station
 - i. Traffic ingress and egress
*A-frame sign reading, “ENTER FROM NORTHBOUND LANE VIA RIGHT TURN ONLY”
Working with SignPro
Have \$1,500± in Bulky Waste Program Supplies account*

- c. Highway Department
 - i. Leaves
*Second pass of zone 1 delayed due to snow
Completed it later & in between storms w/ in-house staff
Able to make a second pass through most heavy areas
Might send one vac-all out another day or two, but wrapping up this week*
 - ii. Snow
*Had a few storm events requiring treating/plowing since last meeting
Difficult due to ice – require a lot of material
Crew doing a great job*
 - iii. General Maintenance
*Looking to start detention basin maintenance during winter while the ground is frozen
Patching, canopy trimming, garbage, etc.
Get sweepers ready for spring*
 - d. Engineering (See attached Engineering Report)
 - i. Trail Lazy Lane to TL
 - ii. Plantsville Safety Improvements
 - iii. Marion Avenue over Hummiston Brook Bridge Replacement
 - iv. Spring Street Bridge
 - e. Water Department
 - Mill St Tank Project update-approx. 80% substantial completion of the tank phase.
Tank is partially filled, the water main and storm drainage will be finished in the spring.
Tower foundation will be poured and work will continue throughout the winter weather permitting.*
 - SWD and Sewer are similar in reference to facing DPH/DEEP mandates that include meeting certain requirement and restrictions. Currently looking into new Treatment methods that we may have put in place. (very costly).*
 - Winter months give the department time to spend on our Treatment Plant, maintenance of Wells and repairing valves and hydrants in Town. SWD digs throughout the winter weather permitting.*
 - f. Members – Mr. Chaplinsky thanked Annette for the tour of the Highway Department.
 - g. Public - None
6. Old Business - None
7. New Business
- i. Discussion of Sidewalks on Carter Lane. *Ms. McLendon's email to Mr. Poulos requesting the Town Council adopt a case-by-case policy on sidewalk requests was discussed. There was general discussion on the need for sidewalks on Carter Lane. Mr. Hayden explained the past practice of sending letters to residents abutting a potential sidewalk explaining the sidewalk ordinance and asking if they would be in favor of new sidewalks knowing that they would be assessed ½ the cost of the sidewalk and they would be responsible for all future maintenance including snow and ice removal. Mr. Poulos made a motion, seconded by Mr. Chaplinsky (6-0 approve) to have Mr. Hayden to determine the best*

side of Carter Lane to install a sidewalk and send out letters to residents asking if they were in favor of a new sidewalk along Carter Lane.

- ii. Discussion of Bagged Leaf Collection - Mr. Hayden reviewed the email he sent to Mr. DeSanto, Mr. Sciota and Ms. Turnquist summarizing the conversation he had with John Phillips the West Hartford Director of Public Works. West Hartford used to use vac trucks and trailer mounted vacuums to collect leaves. They moved to a bagged system and contract out with a company that uses rear packer type garbage trucks to collect leaves over an eight week period on the resident's garbage day. Mr. Phillips said that he estimates West Hartford has saved \$1,000,000 over the past five years. The Chairman directed Mr. Hayden to gather additional information from other towns that use a bagged leaf collection system and report back to the Committee.
 - iii. Route 229 Corridor Study Update – *10 RFPs under review.*
8. Action Item
- i. Sidewalks on Carter Lane – *Action taken under item 7.i.*
9. Adjournment *A motion to adjourn was made at 5:30 pm (Chief Daly/Chaplinsky) 6-0 approve.*

Town of Southington
Public Works Committee
ENGINEERING REPORT
Wednesday January 8, 2020

Trail Lazy Lane to TL

Property maps have been revised per review comments and resubmitted. BL is drafting the permit applications and expect to submit next month. The 60% review comments are being addressed and plans revised accordingly. The 90% design submission is scheduled for March 4, 2020.

Plantsville Safety Improvements

Weston and Sampson notified the Town that they will be approximately 2 weeks late on the 90% design submission originally scheduled for December 30, 2019.

Marion Avenue over Hummiston Brook Bridge Replacement

A Public Informational meeting was held on December 18, 2019 at 5 pm in the Municipal Center. Approximately 8 residents were in attendance. Areas of concern included the guiderail on the west side of the bridge, historical impacts, construction schedule and property impacts. Milone and MacBroom is reviewing the comments. In addition SHPO is requesting additional test pits on 1108 Marion Avenue. This work has yet to be scheduled.

Spring Street Bridge

The IW permit was approved on 12-5-19. Review comments were received from CJM on 12/26 and the plans will be updated in the next 2 weeks. The interagency meeting at the DOT is scheduled for February. This meeting determines what permits are required for the project. We are continuing our discussions with the Fed Local Bridge Program & CJM to allow a spring 2020 construction start if all permits and ROW is in place. The Property Maps were revised as per the review comments and resubmitted to CJM.

Route 229 Corridor Study

Ten responses were received from the RFP. They are under review by the committee and responses are due on 1/8/20. Interviews will be scheduled for the end of January. Christian Meyer, Supervising Transportation Planner from the Naugatuck Valley Council of Governments is the team leader for the study.

Respectfully Submitted
Keith Hayden P.E.

2019 Current Engineering Projects

- ▶ **Jude Lane Intersection Improvements**
 - LoCIP Grant for 100% of Design Costs - \$50,000
 - LOTCIP Grant for 100% of Construction costs = \$563,909.68
 - Construction Complete 11/18/2019
- ▶ **Center Street Crosswalk Replacements**
 - EZIQC Price = \$214,624.16
 - 100% Town Funded – Capital Sidewalk Repair Account
 - Approximately 50% Complete
 - Work will pause for White Xmas and resume afterward as weather permits
 - Scheduled Completion Spring 2020
- ▶ **Farmington Canal Heritage Trail – Lazy Lane to Plainville Town Line**
 - 100% Funded for Design and Construction – 80% Federal, 20% State
 - (\$651,300 Design, \$5,214,000 Construction)
 - \$25,000 LoCIP Grant for Sidewalk Design Coordination
 - Currently at 60% Design
 - Spring 2021 Construction Start (Pushed due to Environmental Permits)
 - Scheduled Completion Fall 2021
- ▶ **Marion Avenue Bridge over Humiston Brook**
 - \$188,125 Design Costs 100% Town Funded from Capital
 - \$1,200,000 LOTCIP Grant for 100% of Construction
 - Currently at 30% Design
 - Spring 2021 Construction Start
 - Scheduled Completion November 2021
- ▶ **Plantsville Center Safety Improvements**
 - \$134,700 Design Costs 100% Town Funded from Capital
 - 100% Funded for Construction from LOTCIP Grant = \$2,497,000
 - 90% Design Plans Scheduled for 12/30/19
 - Scheduled Completion November 2020
- ▶ **Replacement of Spring Street Bridge over the Quinnipiac River**
 - \$364,400 Design Funded 80% State, 20% Town
 - \$2,250,000 Construction Funded 80% State, 20% Town
 - 100% Design Plans under Review
 - Scheduled Completion November 2021

Total Grants/State/Federal Funds

Jude Lane	\$613,900
Farmington Canal Heritage Trail Extension	\$5,890,300
Marion Avenue Bridge Replacement	\$1,200,000
Plantsville Center Safety Improvement	\$2,497,000
Spring Street Bridge Replacement	<u>\$2,091,500</u>
Total	\$12,292,700

Keith Hayden

From: Christopher J. Poulos
Sent: Monday, January 6, 2020 2:21 PM
To: Keith Hayden
Cc: Annette Turnquist; Bill Casarella; Chief Daly; Edward S. Pocock Jr.; Edward S. Pocock, Jr.; Michael DelSanto; Paul Chaplinsky Jr.; Susan J. Zoni
Subject: Re: Background information for Carter Lane Sidewalk discussion

Good afternoon.

Attached is the map that Ms. McLendon refers to in her September 30 email. It seems to have been dropped off the forwarded messages.

Chris Poulos
Town Councilor



On Jan 6, 2020, at 1:35 PM, Keith Hayden <haydenk@southington.org> wrote:

Here are the emails that prompted the discussion of sidewalks on Carter Lane.

Thank you

Keith Hayden P.E.
Director of Public Works/
Town Engineer
John Weichsel Municipal Center
196 North Main Street
Southington, CT 06489

(860) 276-6231
<image001.png>

From: Mark Sciota
Sent: Tuesday, November 19, 2019 10:25 AM
To: Victoria Triano
Cc: Tom Lombardi; Christopher J. Poulos; Keith Hayden
Subject: RE: Follow-up to canvassing visit.

Victoria,

Based upon the opinion from the Town Attorney, under ordinance section 364-2, the procedure would be that the request goes to the Public Works committee and the Public Works committee would send out a letter of interest to the affected property owners, in which their participation and responsibility would be explained. The responses would then go to Keith Hayden and he would submit results back to the Public Works committee for recommendation to the council as to whether a Public Hearing should be held so that all the affected residents can be heard.

I am copying Keith Hayden and Chris Poulos as well as the Vice Chairman in case they have any questions.

Thank you,
MJS

Begin forwarded message:

From: "Christopher J. Poulos" <cpoulos@southington.org>
Date: November 18, 2019 at 3:07:00 PM GMT+1
To: Victoria Triano <vtriano@southington.org>
Cc: Tom Lombardi <tlombardi@southington.org>
Subject: Fwd: Follow-up to canvassing visit.

Good morning.

Please see the chain of emails that I received from a resident last month. I received answers to most of her questions from Mark and Carolyn. I'd like to follow up on her question from 10/10/19: "What is the process for getting it (sidewalk request) on a public hearing agenda?"

Any follow up you can provide would be appreciated.

Thank you,

Chris

Begin forwarded message:

From: Tamara McLendon <tmclendon@longleafsys.com>

Subject: RE: Follow-up to canvassing visit.

Date: October 10, 2019 at 1:30:31 PM EDT

To: "Christopher J. Poulos" <cpoulos@southington.org>

Chris,

Thanks very much for this information. Your follow-through is greatly appreciated.

The town attorney is correct that Carter Lane would not be subject to a finding based on public school access. The closest school is just under 1 mile away (bus service is assumed). The concern is with just getting safely to bus stops in the winter, as well as just walking in the community for recreation and errands.

I do have a question regarding one of the passages below: "Currently, the installation of new sidewalks is governed by Town Code Section 364-2. The process goes through public hearing at the Town Council level." What is the process for getting it on a public hearing agenda?

Tamara McLendon

President

www.longleafsys.com

Direct (860) 813-1822



*** Please do not feel obligated to respond to this email outside of your regular work hours.***

From: Christopher J. Poulos <cpoulos@southington.org>

Sent: Thursday, October 10, 2019 10:39 AM

To: Tamara McLendon <tmclendon@longleafsys.com>

Subject: Fwd: Follow-up to canvassing visit.

Hello again,

Please see the Town Attorney's response below regarding your inquiry about a sidewalk on Carter Lane. Let me know if you have any questions.

Thanks,

Chris

Begin forwarded message:

From: Carolyn Futtner <cfuttner@southington.org>

Subject: RE: Follow-up to canvassing visit.

Date: October 8, 2019 at 4:26:28 PM EDT

To: "Christopher J. Poulos" <cpoulos@southington.org>

Hi Chris,

Hope all is well. If I understand the resident correctly, she is trying to change the procedure by which sidewalks can be established in this town.

Currently, the installation of new sidewalks is governed by Town Code Section 364-2. The process goes through public hearing at the Town Council level. If the sidewalk is approved by the Council, abutting property owners can then appeal to the New Britain Superior Court if they wish to challenge installation of the sidewalk along the property. If the approved sidewalk building proceeds, the Town Council can assess a lien for 50% cost of construction "as benefits to the owners of the abutting property in proportion to the number of feet owned along the sidewalk." I am attaching the Code for your reference and have bracketed the pertinent sections of the Code on Page 2.

Any change to the Town Code would require consideration by the Council via the Ordinance Committee, and would likewise require a public hearing.

In response to the resident's desire that the Council consider cases on a case-by-case basis, and the common good, the Code as written does mandate the Town Council "make a finding of fact that public necessity and convenience require a sidewalk to be constructed along any highway."

In addition to Town Code Section 364-2, please note the provisions of Section 364-1 (also included on page 1 of the printout attached). Should the Board of Education, by vote of two-thirds of its members, find that the "safety of pupils who are required to walk to and from any public school in Town shall so require, and shall so recommend to the Town Council, the Town Council may cause a suitable walkway to be constructed along such street or highway, and the costs of the construction and maintenance thereof, including the clearing of ice and snow, shall be paid entirely by the Town from general tax funds." Please note this section is only applicable to areas where students are required to walk to and from any public school in Town. I do not think Carter Lane applies, but the resident did mention teenagers walking in the area, so I didn't want to leave that part out, in case I am mistaken.

I hope this helps, and please let me know if you have any other questions or concerns.

Have a fantastic evening!

Carolyn M. Futtner
Town Attorney
Town of Southington
37 West Center Street, Suite 208
Southington, CT 06489
(860)863-4500

From: Christopher J. Poulos
Sent: Tuesday, October 08, 2019 10:53 AM
To: Carolyn Futtner
Subject: Fwd: Follow-up to canvassing visit.

Carolyn,
I just wanted to take a moment to follow up on the emails below. When you have a chance, kindly share any update that you may have. Thank you.

Chris

Begin forwarded message:

From: CPoulos <cpoulos@southington.org>
Subject: Fwd: Follow-up to canvassing visit.
Date: October 1, 2019 at 9:09:49 AM EDT
To: Carolyn Futtner <cfuttner@southington.org>
Cc: Mark Sciota <sciotam@southington.org>

Carolyn,
Per the Town Manager, I am forwarding an email below from a resident. Any information/ response you can share so I can get back to her would be appreciated.

Thanks,

Chris

Begin forwarded message:

From: Mark Sciota <sciotam@southington.org>
Subject: RE: Follow-up to canvassing visit.
Date: October 1, 2019 at 9:05:35 AM EDT
To: "Christopher J. Poulos"
<cpoulos@southington.org>

Town Attorney. It would require ordinance changes.

Mark J. Sciota, ICMA
Town Manager
Town of Southington
75 Main Street
Southington, CT 06489
Telephone: 860-276-6200
Facsimile: 860-276-6286
Email: sciotam@southington.org

This message contains confidential information and is intended for the individual named. If you are not the addressee you should not disseminate, distribute or copy this e-mail. Please notify the sender immediately by e-mail if you have received this e-mail by mistake And delete this e-mail from your system.'

From: Christopher J. Poulos
Sent: Tuesday, October 01, 2019 9:01 AM
To: Mark Sciota
Subject: Fwd: Follow-up to canvassing visit.

Mark,

Who would be the best department head with whom I could share this email for action or a response so I can get back to the resident? Annette?

When you have a moment, kindly let me know.

Chris

Begin forwarded message:

From: Tamara McLendon
<tmclendon@longleafsys.com>
Subject: Follow-up to canvassing visit.
Date: September 30, 2019 at 11:48:18 AM EDT
To: "cpoulos@southington.org"
<cpoulos@southington.org>

Chris,

You stopped by my house on Carter Lane over the weekend, and you asked if there was anything in particular you wanted the Town Council to be aware of, and I couldn't come up with anything on the spot. But in retrospect, I should have mentioned my concerns about the process to request a new sidewalk. Carter Lane is a main cross-street, and yet it's has blind curves and is quite narrow. Speeders are common. We live less than a mile from the library, banks, post office, and bike path, and yet I hesitate to walk or bike there myself, much less encourage my teenagers to do it. I'm sure you felt pretty exposed to traffic as you were walking in our neighborhood this weekend. In the winter, our kids must walk to their bus stops on streets made even narrower by snow banks, with the only option to struggle through knee deep snow berms, before dawn. I don't believe Southington has any other streets with the same combination of fast traffic, residences, and narrow, curvy roadways. The addition of a sidewalk all along Carter Lane would dramatically improve safety for hundreds of residents.

I've captured a very rough map below. Yellow highlights are existing sidewalks, red circles are the most dangerous spots, black X's are bus stops. The entirety of Carter Lane is residential.



That said, this is isn't a request for a sidewalk. I've spoken to the zoning department and they said we'd need to mobilize the neighborhood with petitions to get such a thing even seriously considered. So I to understand the process. But it strikes me that this is a "Not In My Backyard" situation. It's unlikely we could get neighborhood consensus on this, and yet it would be a real benefit for everyone living on Carter Lane and all residential streets leading to it. What I'm asking the Town Council consider is a revised or case-by-case sidewalk process that does always not require a petition of residents; that instead takes the common benefit and street safety into account.

Thanks for stopping by, and for getting me thinking.

Best wishes,

Tamara McLendon
President
www.longleafsys.com
Direct (860) 813-1822



*** Please do not feel obligated to respond to this email outside of your regular work hours.***

This message contains confidential information and is intended for the individual named. If you are not the addressee you should not disseminate, distribute or copy this e-mail. Please notify the sender immediately by e-mail if you have received this e-mail by mistake And delete this e-mail from your system.'