PUBLIC WORKS AND FACILITIES COMMISSION
REGULAR MEETING
WEDNESDAY, DECEMBER 11, 2013
TIME: 7:00 P.M.
MUNICIPAL BUILDING
ROOM 208
MIDDLETOWN CONNECTICUT

Members Present:	Chair Carl R. Chisem Councilman David Bauer Councilwoman Sandra Russo-Driska Councilman Thomas Serra Councilman James B. Sreeto
Staff Present:	William Russo, Public Works Director Joseph Samolis, Chief of Staff
Others Present:	Luke, PCS Group John Hall, Energy Coordinator

Chair Carl Chisem opened the Public Works and Facilities Commission Meeting at 7:00 p.m. He requested a motion to approve the minutes dated October 9, 2013. It was brought up amongst the commissioners that since it's is a new commission, there is no one present to approve the minutes. A motion was made to accept the minutes as is. Motion seconded and approved.

PUBLIC COMMENT- None

CORRESPONDENCE-

As there was no correspondence, Director Russo explained to the commission that usually if there is something other than an email, such as a pot hole or a branch it is brought to the commission just so that it is on the record.

NEW BUSINESS-

a. Coleman's Carnival Contract - Director Russo stated that the Coleman's Carnival comes every year. Considering the fact that it is a Public Works parking lot, approval is needed from Public Works and Facilities Commission for the carnival to take place. The only change needed is the date on the contract, the language remains the same. The hall of fame will be contacted to let them know when the carnival is coming. The contract will have to be approved on the floor at the January council meeting. If the council approves the contract, it will be sent off the floor and brought back to the commission around February. If everything goes as planned, the carnival will be up and running by March 2014. There is no fee involved with the contract. Director Russo stated that Coleman donates to the Park fund for tickets, programs and renovations.

One of the commissioners brought up their concern with the balance between the economic impact and the expert services such as the police involved. It was confirmed by Director Russo that Coleman will hire out and pay for private duty.

Chair Chisem motioned for approval to move the contract to the council floor. Motion was made and seconded by the commission as a whole.

b. Woodrow Wilson Middle School, Track and Tennis Courts – Chair Chisem requested that when doing the resolution, it should be included at the bottom of the notes: "unanimously endorsed by the Public Works and Facilities Commission." This ensures that the commission has reviewed and approved the resolution.

Joseph Samolis stated that over a year ago, discussions with the Board of Education began in regards to the decaying of their facilities; specifically the facility of the Woodrow Wilson track and tennis courts. The tennis courts have developed to a point where the athletic director refuses to use them for the sake of the children's safety. The commission's goal is to look at redoing the tennis courts considering it is one of the few in the City of Middletown. The track is also in dire need of repair since track events can no longer be hosted there considering its conditions.

Joseph stated that part of an appropriation that the council approved last term, is to take a look at 3 existing projects. One of which is to review and rehabilitate the Woodrow Wilson track and tennis courts. The second part of the project is to put 6 new tennis courts in at the new Middletown High School so that students won't have to be bussed to and from the middle school. The third part of the project is redoing Pat Kidney Field which needs cosmetic and structural work. The concession stands and bathrooms currently do not work and the basketball court needs to be updated as well as the parking around the field. This will be the last project to undergo renovations because of the different types of work involved. The goal is to invest the money needed to update these facilities so the community can benefit from the already existing structures.

It was asked by one of the commissioners if the facilities in question are open to the public free of charge. Joseph Samolis verified that they are open to the public free of charge at any time, especially when students are not using them which will benefit the community.

Chair Chisem stated that while working on the legislation, it needs to be made clear that these facilities can be used by the outside public. The new tennis courts were previously in the Mile Lane report before it was brought to the commission's attention. The new proposed location is more visible and closer to the road in case of emergencies so there will be no problem with access.

David Bauer wanted to discuss the most cost effective way to complete the projects in terms of prioritizing. Director Russo and Joseph Samolis will be working hand in hand to come up with a strategic plan on how the commission will look to improve the parks as far as all of the infrastructure needs. When all of the planning is said and done, it will not be in the 2014/2015 budget but it will be in the 2015/2016 budget according to the Finance and Government Commission.

Luke from PCS Group passed out packets to the commission and discussed the first project which is Woodrow Wilson track and tennis courts. He verified that there is cracking throughout the existing track and tennis court at the middle school. The changes in the color of pavement show where it

was patched in the past, but the structural cracks keep coming through which end up being a waste of money if it keeps being repaired this way. The tennis courts have some of the same issues. There is cracking and discoloration in the pavement and it has become uneven in some areas which becomes a safety hazard. Luke went over the most cost effective way to rebuild the facility which consists of a process where the track material is removed, and the existing asphalt will remain and be mixed into the base below it. This adds structural integrity to the base as well as helping with the drainage below it. There will be a new 2 layer asphalt set in place with the new track coating on top of that, made up of a black polyresin material, which is the most cost effective color. The long and triple jump and the high jump areas will also be reconstructed because the edging is rising out causing it to be uneven making it dangerous for athletes. The fencing is rusting and bending and some of the gates aren't functioning properly. The gates will be completed with the project not only for the aesthetics but for the security of the premise as well. The 4 tennis courts will remain in the same location that they are currently located in. The cracks will be cleaned out and filled in with urethane which creates a new base. Petromat will then be installed which locks all of the material in and creates a sub base for a new inch and a half asphalt layer on top of it. This is the most cost effective way to relieve the cracks in the surface while still getting 10 to 15 years out of it. If the surface were to be fixed from scratch it would cost about $100,000.00 – $125,000.00 more.

One of the commissioners asked if there has been any thought as far as video surveillance. Luke stated that it has not been looked into as of yet. If the middle school already has wireless security it would be easy to tap into it, if not it would become more of a lengthy process.

The new tennis courts at Middletown High School were also discussed as the second project. After weighing out all of the options on where to put the tennis courts, the High School was the best option. Six tennis courts can be installed while minimally disturbing the nearby existing wetlands and it can be connected to the existing sidewalk at the school. The base of the tennis court will be made of concrete rather than asphalt due to the poor soil quality given to work with. When the concrete is poured, there will be a series of tension cables that are run in a grid throughout the concrete. As the concrete cures, the tensions are tightened which allows it to act as one solid piece that cannot expand or contract causing cracks. This technique of construction comes with a 20 year warranty. After the first 10 to 12 years, the court may need to be resurfaced as part of the normal long term maintenance required. Luke reassured that he's seen concrete tennis courts that are going on 25 years and are still just being coated as their normal maintenance routine.

Joseph Samolis stated that he met with Matthew Dodge from Planning Conservation and Development. After looking at the wetlands map of the area, he stated that the chosen location for the tennis courts is where there would be minimal wetlands remediation. Matthew is also looking into having the area re-flagged so it can be determined where the wetlands line falls.

Councilman Bauer made a motion to approve and forward to the council with its recommendation to proceed with the tennis court improvements using the post tension concrete method at Woodrow Wilson Middle School. Motion was seconded by Councilman Serra and unanimously approved.

c. Permit Refunds – The Commission reviewed the two permit refunds. A question regarding the roof permit refund came up. The contractor applying for the permit gave an estimated cost of $6,000.00 and the homeowner that applied gave an estimated cost of $8,000.00. This brings up the question on who determines the correct estimated cost. Director Russo confirmed that the Chief Building

Official determines the pricing of everything that comes through the Building Department's office. Based on the letter sent to the commission, a refund of $115.08 will be given based on the estimated cost of $8,000.00. A motion was made to move forward with both of the permit refunds. Motion was seconded and approved.

d. Update on Purchase of Street Lights - Director Russo stated that he would like John Hall to give an update to the commission as far as the maintenance packets and the work he has been doing with Connecticut Light and Power. John stated that he began a study on the economics of the city street lights and has conducted numerous interviews with other municipalities that have purchased their street lights.

John prepared a spread sheet with some background information that lead to the referendum in the past election. The annual estimated book value at the end of the end of August 2012 is $1,074,000.00. The city paid CL&P $798,000.00 on August 30, 2012 for the maintenance and electricity for street lights that the city currently does not own. If the city owned the street lights, the annual rate would be $405,000.00. Although, the cost of $50,000.00 will be added on which is the interest rate for the purchase of the lights. The maintenance expense is $60,000.00, based on $12.00 per lamp which is similar to Manchester's municipality.

In order to continue with the street light purchase procedure, the mayor has to send a letter out to CL&P expressing his intention to purchase the lights. So far, the mayor has initiated the process on getting an inventory of the lights account and their condition. Typically, CL&P will not want to produce an inventory due to the intensive labor involved. They are more likely to negotiate down the purchase price rather than doing an inventory.

John stated that the Clean Energy Task Force has done their own sample interview and have inventoried 9% of the lights. They found that there was approximately a 4% outage, so it is anticipated to have a better purchase price than the $1,074.000.00 since the lamps are now a year older. The lights will be paid for a little over five years, even with the financing. Once the bond is paid for, the city will be about $300,000.00 per year ahead. According to other municipalities, the electric companies will also give a quicker response time as far as maintenance and repairs.

John informed the commission that one of the advantages to the new contract is that it specifically states that they have to repair the light within 5 days of the call made out to them. It will be required for them to have a 24 hour answering service so that a call can be received at any time of day. However, if there is an accident, CL&P is still in charge of re-energizing the pole because the electrician that is sent out is only in charge of the pole and light itself.

Director Russo stated that the maintenance contract has to be in place the day that the lights are purchased which should be around 6 months from now. John Hall and Deputy Public Works Director, Robert Dobmeier have been working on the contract consistently.

e. Commission Meetings for 2013-2014 – Director Russo asked the commission if the second Wednesday of every month at 7:00 P.M. works. A motion was made to approve the meeting dates for 2013/2014. Motion was made and seconded.

OLD BUSINESS-

a. November Overtime Report – Director Russo wanted the commission to know how the overtime is generated. Everything on the spreadsheet is generated by an emergency call by dispatch.

   The Building Department brought in $217,000.00 for the year so far. The projection is about $550,000.00 which is expected to meet by the end of the year.

OTHER-

a. Monthly Report – Highway Division – Director Russo went over the organizational chart showing the entire Public Works and Parks Department staff and each of their duties, job descriptions and positions filled.

b. Monthly Report – Parks Division - Director Russo stated that he would like to fill the Superintendent's position so that when there is a job interview, they can be present for the decision on who will work for them.

   One of the commissioners wanted to endorse the naming of the soccer fields on Laurel Grove Road and Country Club Road. These fields will be named after people that have played soccer as young children in the 1970's and are still voluntarily coaching and participating at the fields. The commission endorsed the naming of the fields and will bring it to the council meeting. A motion was made by Councilman Bauer and seconded by Councilman Serra. Motion was made and seconded.

OTHER-

As there was no other business, the meeting was adjourned at 8:37 P.M.