

Town of Plymouth
80 Main Street
Terryville, CT 06786
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Public Works Board
Tel: (860) 585-4001
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MINUTES
Regular Meeting
Tuesday, August 26, 2025
Assembly Room, Plymouth Town Hall, 5:45PM

2025 AUG 27 PM 12:33
TOWN CLERK'S OFFICE
PLYMOUTH, CT

1. Call Meeting to Order

The meeting is called to order by **Chairman Joe Carey** on August 26, 2025 at 5:45 p.m. in the Assembly Room, Town Hall, 80 Main St., Terryville, CT.

2. Roll Call - Members present- **Chairman Joe Carey, Nate Brown, Peter Giancesini, Gary Defilippo, Mark Lewandoski, Public Works Director Carl Johnson, Highway Sup't. Jim Schultz, Council Liaison TJ Zagurski, Vicky Carey-BOF representative and Pam Pelletier-Recording Secretary.**

3. Fire Exit Notification – Pointed out by the Chairman.

4. Pledge of allegiance – Led by the Chairman.

5. Acceptance of Minutes previous Meetings

Regular Meeting – 7/22/2025

MOTION: Nate Brown made a **MOTION**, which was seconded by **Gary Defilippo** to accept the minutes of the July 22, 2025 Regular meeting and the **MOTION** is voted on unanimously.

6. Monthly Reports

a. Public Works Director

See ATTACHED

General Discussion and questions

Public Works **Director Carl Johnson** reviewed the **Director's** Report. He advised that they have an interview scheduled with a potential applicant to fill the last vacant position in the **Highway Dept. Jim Schultz, Highway Sup't.** feels that the individual will be a good fit for the department. They are still working out minor issues, the applicant does not currently hold a CDL license, but they feel they may be able to allow them to obtain one within a reasonable period of time.

EV Charging Station has been installed at Library; ribbon cutting ceremony will be scheduled once station is operational.

Regulatory Compliance – Dam Emergency Action Plans have been submitted for Wilton Pond and Ziener pond to DEEP. Stormwater plan (MS4) has also been submitted.

There is general discussion regarding what the plans include. **Director Johnson** provides a description of what is included in the plan which is between 60-100 pages. The plan includes a listing of all available contacts and numbers to call should an emergency occur.

Budget – Keeping a close eye on our Facility account; there have been several Emergency repairs that we did not anticipate and others that will need to be scheduled.

Generators have all been moved from the Emergency Management budget to the Public Works Budget; this includes the generator at the high school which is not working. The **Director** was advised that the generator was not operational and that the cost to repair would be approximately \$8000, **Jim Mazon** advised that they did not have the funds to fix it.

Chairman Carey does not feel that we should take on the responsibility for equipment from the Board of Education – They are required by the State to have the care, custody and control over this equipment. The BOE operates in their own domain within their own budget.

Chairman Johnson advised that the Mayor is aware of this change.

There was unexpected increase in billing by Frontier on our telephone line account. The bill increased from \$2700 to \$10,000; after investigation it was determined that when the original upgrade to the telephone system was completed, AT&T never disconnected the original system. Frontier discovered that we have not been billed for this equipment and added it all back into our billing. The IT department is working to upgrade our current system to digital, there has been no Communication with our department, and we were unaware of the project. This is needed for the Police Department to operate their new equipment.

Procurement/Purchasing/Administration

Chairman Johnson distributed a list of equipment that was placed on GovDeals and the bids for each item. There is general discussion.,

Questions included whether a second approval is required from the Board or from Town Council if an item did not meet the reserved price during the first posting. **Chairman Carey** feels that the Board should review the item to determine if a reserve bid is not met.

Nate Brown feels it depends upon the item; some items will depreciate if we hold onto them for too long. We also need to consider the time of year we are listing the equipment. Seasonal equipment should be listed just before the time that interest in the equipment would be greater, i.e. -snow plows should be listed before winter, lawn tractors in the Spring.

Councilman **TJ Zagurski** will check with members of the Town Council to see what their preference or thoughts are on this issue and report back to the Board.

b. Highway Superintendent

Sup't. Jim Schultz reported that the new 10-wheeler truck has been delivered.

Fleet issues discussed – Fire Marshal vehicle – estimate \$8000 worth of repairs are needed, looking into other options.

Building Official – frame is broken in multiple places and completely rotted.

Hybrid Police Cars – many recalls. Not suited to be used as emergency vehicles. They are not made to run/idle 24/7. We have had a meeting with the Mayor and Police Dept. recommending that we do not lease any future vehicles, recommend switching vendors and leasing different make and models. Ultimately, they make the decision on what to lease. We provided our opinion, we don't know if they will take our advice.

Parks & Recreation Truck – we have been advised that many parts for their truck have been discontinued and there are several electrical issues that need to be fixed. We pull a 2003 Truck off of the GovDeals list and put it back into service for their use until we can determine next steps.

The issue discussed with the resident on Seymour Rd has been resolved.

Crews have been busy repairing sink holes and catch basins. Working on service requests, mowing, Line Striping, cross bars, etc.

Paving contractor is scheduled to be in the week of 9/8/2025.

We have completed drainage repairs/installation at Plymouth Farms and also Judd Rd.

Chairman Carey asks if we are on budget with the estimate for Plymouth Farms. **Sup't Schultz** advised that he has not received all of the bills yet, he will update the Board at the next meeting.

7. Old Business

Material Sales – **Nate Brown** asked if we ever received input regarding the sale of our screened material from the Town Council. Councilman **TJ Zagurski** has not had the opportunity to bring it up to the Town Council but will do so at the next meeting.

Sup't Schultz advised that he did some investigation and feels a fair price would be \$5.00 per yard; we currently only charge \$2.00. There is general discussion regarding where the funds will go; it currently goes into the General Fund. Commissioners feel that it should go back into the Public Works budget under Capitals to be used toward departmental needs.

MOTION: **Nate Brown** made a **MOTION**, which was seconded by Gary DeFlippo to increase the cost of screened material to \$5.00 per yard with the understanding that revenue from these sales be put into a Public Works Capital account to be utilized for Public Works departmental needs. The **MOTION** is voted on unanimously.

Chairman Carey asks the **Director** to draft a policy regarding the revenue and Capital Accounts and the funds appropriate use.

Volvo update – an adaptor has been fabricated which we hope will allow us to push grease into the machine.

Chairman Carey asks the **Director** to draft a policy regarding maintenance for all machines with a check list. It is also suggested that a logbook for maintenance is kept as documentation.

8. New Business – none

9. Public Comment

Melanie Church, 328 Main St., Terryville, CT

Comments that she feels revenue received from auctioning equipment should go back into the General Fund. She does not agree that it should go into an account to be spent by the department on other needs. No department should have their own special fund other than normal budgeted line items.

Walter Drzonsc, 259 Harwinton Ave., Terryville, CT

Mr. Drzonsc is seeking help with an issue related to the Harwinton Ave reconstruction project. He has been trying to get repairs to his driveway May of 2022. Bill Schultz and Charlie Wiegert contacted him and advised that they needed to cut his driveway apron back 10'; the cut ended up being over 20'. They promised that the driveway would be repaired/replaced to as good or better condition. The driveway was only 6 years old.

The paving contractor came out in July 2022 and then again in September 2022 to do the repairs. They were called out in September because there was standing water in the driveway, and the seams and transitions were not sealed. They were also asked to put a berm at the end of the driveway. The work quality was poor. The result was frost heaving and grass growing through the seams that were not sealed.

He has contacted Public Works staff (**Paul Pronovost & Carl Johnson**) multiple times but does not have his concerns addressed. This has been going on for over (3) years. He also brings up other issues not related to the driveway, removal and testing of a water tank, and silt in his pond. **Chairman Carey** asks him to stay on the topic of the driveway.

There is general discussion. Gary DeFlippo states that he brought up concerns regarding this entire project in 2022 and asks if we still hold the bond on it. He advised that the bond was initially extended but has been released.

Chairman Carey asks that **Director Johnson** contact him once he is back from vacation so that an assessment and recommendations can be developed together with the **Highway Sup't.** to see what might be done to resolve the issue. Councilman T.J. **Zagurski** suggests bringing someone with paving experience in for their recommendations.

Jeffrey Gatzuras, 5 Lassy Rd., Terryville, CT

Addresses the Board regarding curbing repair on the roadway. The plow continues to tear up the curb during plow operations each year. **Sup't. Schultz** will review for concrete curb near the intersection.

Mr. Gatzuras also asks for information regarding how far off the curb he should be for an underground sprinkler installation – he is advised 2-3' should be sufficient.

Steven Sauvron, 7 Crestview Rd., Terryville, CT

Mr. Sauvron has a question/suggestion regarding the High School generator. He questions why the Board of Education does sell their surplus equipment, a lawn tractor that is never used to pay for the repairs to the generator. He is not in favor of repairs to be paid for by the Public Works Department.

10. Chairman's Report

NO report.

11. Commission Member Comments – No further comments.

12. Adjournment

MOTION: Nate Brown made a **MOTION**, which was seconded by Mark Lewandoski to adjourn the meeting at 7:18 p.m. and the **MOTION** is voted on unanimously.

Joseph Carey

Joseph Carey, Chairman

JC/ pp



Town of Plymouth

Department of Public Works

Carl R. Johnson
Public Works Director
Asst. Emergency Management Director

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- **Plymouth Public Works Director's Report**

August 21, 2025

Notables

- **Staffing** – One maintainer position remains open. A candidate is scheduled for interview, which would bring the department to full staffing.
- **EV Charging Station** – A 2023 municipal EV charging station has been installed at Terryville Library under a grant program. A ribbon-cutting ceremony will be scheduled once the system is operational.
- **Regulatory Compliance** – Dam Emergency Action Plans for Wilton Pond and Ziener Pond have been submitted to CT DEEP. The MS4 Stormwater Plan has also been submitted.
- **Budget** – Town Hall and municipal facilities are experiencing increasing emergency repairs and replacements, which are already placing strain on the budget.
- **Scheduling** – I will be on vacation from August 27 to September 3. I will return in time for the DOT and bond presentations.

Projects

- **Road Paving** – Crestview Road and Mountainview Road paving operations are awaiting contractor scheduling; Judd Road will follow.
- **ConnDOT Project 0110-0137** – North Main/Agney Avenue realignment project presentation scheduled for September 2, 2025, at 6:00 p.m. before the Town Council.
- **South Main Street Bridge** – WMC will submit a grant application for the CTDOT Local Bridge Program following the referendum. The application requires identification of the Town's cost-share source.
- **Tory Crossing Project** – Onsite utility meeting held July 30, 2025. Application requirements are being finalized, and a grant application will be submitted through NVCOG this fall.
- **CTDOT Project 0174-0483** – Installation of Rectangular Rapid Flashing Beacons (RRFBs) at no cost to the Town. Locations: Charles Street at Hillside, Beach Avenue at Allen, and North Main at Baldwin Park. Installation is planned for this fall.

(No Subject)

From: kathy drzonsc (kdrzonsc@yahoo.com)

To: kdrzonsc@yahoo.com; drzonscwalter@yahoo.com

Date: Monday, August 25, 2025 at 05:00 PM EDT

My name is Walter Drzonsc, over 40 taxpaying years, residing at 259 Harwinton Ave Plymouth. My issue is with the Harwinton Ave road project started June 2021

MAY 2022--I was told by Bill Schultz and Charlie Weigert they needed to cut the driveway apron back more than the 10 feet, they cut back 20-25 feet of driveway and said it would be replaced as good or better than before (Driveway was only 6 years old)

PAVING #1--July 28, 2022--Paving contractor (Morin)prepares driveway and paves. Result was 2" standing water on approx 4 x 6 feet of low area and no berm in driveway to keep rain water out as I had asked for and also poor job of sealing seams at road and at original driveway.

PAVING #2--Sept 2022--Town inspector was not present once paving started. Results were that there was no standing water but still no berm at the road and seams not done properly (Asphalt pad needed at beginning and end of driveway and tack coat before final layer of asphalt is put down) (Not done) Result was frost heaves and grass growing in the seams

This has been an ongoing issue for over 3 years. I have met with the Mayor and requested additional meetings but never heard back.

On Jan 27, 2025 I received an email from Carl Johnson stating:

We are putting the situation on our work order for when asphalt plants open back in the spring

So far nothing

After 3 years this is an issue that needs to be resolved

Also a tank was dug up near our well and taken away for contamination testing. I would like a copy of the results

Thank you for your time

Walter Drzonsc