

MINUTES
Regular Meeting
Tuesday, July 22, 2025
Assembly Room, Plymouth Town Hall, 5:45PM

1. Call Meeting to Order

The meeting is called to order by **Chairman Joe Carey** on July 22, 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, Public Works Director Carl Johnson, Highway Sup't. Jim Schultz, Council Liaison TJ Zagurski 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 – 6/24/2025

MOTION: Nate Brown made a **MOTION**, which was seconded by Gary DeFilippo to accept the minutes of the June 24, 2025 Regular meeting and the **MOTION** is voted on unanimously.

6. Monthly Reports

a. Public Works Director

See ATTACHED

General Discussion and questions –

Director Carl Johnson advised that a new employee was hired as a maintainer, we still have (1) vacancy available; the Mayor is reviewing applications that were submitted. We also promoted a current employee to the position of Asst. Mechanic.

We signed a contract with Accurate Insulation and D'Amato Construction for Demolition and abatement of the building at 244 Main St. We obtained an 8-24 from Planning & Zoning at their meeting held on July 27, 2025.

We met with NVCOG regarding sustainable communities and infrastructure improvements and funding for safe paths for pedestrians, bicyclists and recreation.

Working on draft bond package presentation, Dam Emergency Action Plans (with vendor).

EV Charging Grant was awarded to Plymouth for construction at the Terryville Library.

Submitted MS4 Storm Water plan – new regulations have been proposed; State is changing format in October.

Projects –

Underdrains are finished on Crestview and Mountainview Rd., project has been extended on Fountainhead to Preston Rd. Full depth reclamation and paving is anticipated for August. Judd Rd. to follow.

ConnDOT N.Main / Agney Ave realignment project preparing to start in August/ Sept. A presentation is scheduled on September 2, 2025 at 6:00 p.m. before the Town Council.

Continuing to work / monitor on-going projects – S. Main St. Bridge, Tory Crossing, Rapid Flashing Beacons Grant – at existing crosswalks, Napco Dr. culvert.

Procurement

Still working on Auction list approved by the Board, we ran into an issue uploading the information on Govdeals.

Facilities

We are inundated with request for maintenance at multiple town facilities. There is a lot of maintenance of these buildings on-going.

Town Hall – Boilers- gasket replacement is scheduled to begin 7/21/2025. We are working on split system HVAC in server rooms and upgrading security systems (both funded in Capitals)

Library – Catch basin repair and patching upper parking lot. Library HVAC modernization (funded in Capitals).

PVAC – Light fixtures replaced, outlet repaired, (1) window replaced in the bay, a (3) lift coil has been ordered, new water installation is schedule for week of 7/21/2025, boiler circulator pumps are being replaced with VFD pumps for energy efficiency.

Fire Dept – Fire Radio system repairs/upgrades with NorComCT.

Transfer Station – New Refuse Trailer dimensions finalized for fabrications – anticipated delivery August 2025.

Generators – Emergency Generators moved to Public Works budget this year. High School generator has a burnt-out ECM this is being replaced. Researching funding to acquire a generator and transfer switch for Library as they are now designated as a Town Emergency Heating/Cooling Center.

b. Highway Superintendent

Sup't Jim Schultz offers the following report –

Town-wide sweeping and mowing is continuing.

Crestview Rd / Mountainview Rd – 4000' of perforated pipe has been installed and the first 500' of drainage has been installed on Fountainhead. We are waiting for the vendor, anticipating that they will start in about 2 weeks.

Will also be repairing a small drainage issue on Judd Road.

Line Striping and Crosswalks, Stop Bars has begun.

Roadside Spraying is complete (13 acres)

We are finishing up on pumps and tanks at the Firehouse – this has added an addition 2000 gallons of fuel storage.

Continue to crush at pit.

We purchased a new Pickup with funds collected from previous auction money.

The wheeled Excavator at Transfer needs repair – damage caused due to lack of greasing of the machine, estimated cost to repair \$16,000-\$20,000.

We will be pouring a new pad in the recycling area at Transfer Station.

Catch Basin cleaning is scheduled for August.

Light Poles in Bobin Rd area – all need replacement, we should look into metal poles.

7. Old Business

Seymour Rd – Sup't. Jim Schultz met with homeowner and vendor. We will be renting equipment to knock down brush and clean out area. We will also look at other areas to utilize the equipment while we have it, Fountainhead -pond, Preston Rd, etc.

Price of Fill – there is general discussion regarding what the Town charges for purchases of fill from our Recycling facility. We currently charge \$2 per yard and have a stockpile of approximately 2,000-3,000 yards. Funds from the sale of fill goes into the general fund. Staff will research and come in with a recommendation of new pricing for the next meeting. **Nate Brown** comments that on average vendors are charged \$10.00 per yard.

Chairman Carey comments that there are ongoing discussions related to departmental “revolving accounts”, this may also include our funds from auction sales. The Board of Finance is investigating ways of using funding for other departments from these special funds.

Director Johnson comments that our Auction Fund Account has very specific language as to what these funds can be used for; it is not comparable to the “Extra Duty Funds” that the Police Dept. has.

Vehicles (Other Departments)

Fire Marshal – 2012 Van – out of service. The body/frame is completely rotted out. We are investigating replacement.

Building Dept. – 2012 Ford C-Max – out of service. The frame is broken. We are investigating replacement.

Police Dept. – We are meeting with the Police Chief regarding issues with their vehicles. Their policy is to leave these vehicles running 24/7; there are problems with the batteries and due to the constant idle the battery drains. There is a specific protocol for this type of operation which we will be going over.

Scott Rd Development – There is general discussion regarding the development at 9 Scott Rd, this is a 66-unit Rental development off Scott Rd. There are questions from the Board as to whether these streets will become town maintained. Who will maintain, plow, etc.... the road and their off streets?

Director Johnson advised there is no plan for the Town to take over these roads, they are private and the responsibility of the owners.

It is recommended that we monitor the street entrance to ensure that there is no damage to our portion of the road during construction.

8. New Business –

Chairman Carey brings up several ideas for consideration from the board.

He suggests investigating whether a solar field at the Brush facility might be feasible. There is general discussion regarding this and an alternate idea of wind turbines. There is not really a good location at the facility that would work, maintenance on the panels would be too high, removal after end-of-life use and there are no incentives due to new federal legislation.

9. Public Comment - none

10. Chairman's Report –

There is further discussion regarding the Wheeled Excavator at Transfer. **Nate Brown** questions whether there is a policy in place that requires operator check equipment prior to each use. This should be done before starting any equipment, checking oil, fuel and grease, etc.

Chairman Carey feels that a disciplinary action should be taken; this is neglect.

Sup't. Schultz will speak with the Mayor tomorrow.

Chairman Carey asks if we are on budget on Crestview, **Director Johnson** advised that \$85,000 was budgeted for drainage. **Sup't Schultz** advised that we did go over this figure, but he has not received all of the bills yet. He will update at the next meeting.

11. Commission Member Comments – none

12. Adjournment

MOTION: **Nate Brown** made a **MOTION**, which was seconded by **Gary DeFilippo** to adjourn the meeting at 7:48 p.m. and the **MOTION** is voted on unanimously.

Pamela Pelletier
Recording Secretary