

**PUBLIC WORKS & FACILITIES COMMISSION
REGULAR MEETING
WEDNESDAY MAY 13, 2015
TIME: 7:00 P.M.
MUNICIPAL BUILDING
ROOM 208
MIDDLETOWN CONNECTICUT**

Members Present: **Councilman Carl R. Chisem
Councilman James B. Streeto
Councilman Thomas Serra
Councilman David Bauer
Councilwoman Sandra Russo-Driska**

Staff Present: **William Russo, Director of Public Works
Dmitri & Rusa D'Alessandro**

Chair Chisem opened the Public Works & Facilities Commission meeting at 7:03 P.M. He requested a motion to approve the minutes dated April 8, 2015. Motion to approve the minutes with the amendments was seconded and approved unanimously.

PUBLIC COMMENT ON AGENDA ITEMS:

Dmitri D'Alessandro, a member from the public and owner of Middletown Framing, LLC, came to speak about an event that he and his wife, Rusa, are hoping to host at Harbor Park. It will take place on the last Sunday of every month throughout the course of the next 6 months. The first event date will be May 31, 2015 and the last event date will be October 25, 2015. The family-friendly, dry events will consist of networking, dj's, dancing, artists, electronic music, etc. all within the park guidelines. The space has already been reserved back in November of 2014 through Stephen Allison, so there will be no conflict in scheduling for other events. However, there is no documentation of the event since it is the first one.

It will be a small scale event that is covered by insurance, however, may need police officers on hand. Dimitri would like to avoid having that as an expense considering the fact that the event is free. If hiring as a non-profit organization, it will interfere with the ability to host the event.

One of the commissioners mentioned that there is a statute, 214.32, which indicates that it should be in the jurisdiction of the police chief to make the decision of whether or not officers are needed at the event.

Councilman Serra made a motion was made to put this topic on this agenda to be spoken about further. Commissioner Russo-Driska seconded the motion. Motion was seconded and approved on the affirmative predicated on the police department whether or not police officers will be needed.

Commissioner Bauer made a comment on behalf of a resident from Bow Lane area that called and expressed a number of concerns. He owns property on the gated Reservoir Road. He was questioning whether or not the unimproved road would still be maintained. The resident also questioned whether or not the segments of Bow Lane which are on a road bond, are scheduled to be completed. Director Russo stated that the original road bond was to complete the drainage which has been completed as of the first year the road bond originated. The state owns the property on Reservoir Road so the City cannot

make any decisions as far as the road maintenance and the gate issues. Direction from the Office of the General Counsel was given to refrain from doing work in the area.

CORRESPONDENCE:

Director Russo asked the commission if they have been receiving the construction letters he sends out via email. He stated that Bill Boylan, resident whom attended the previous meeting, requested more information regarding the snow plows such as pricing which were taken care of via email.

NEW BUSINESS:

- a. Connecticut Blue Star Memorial Markers – Director Russo stated that he sent out the information to the commission via email due to time constriction. A motion was made to approve the Connecticut Blue Star Memorial Markers. Motion was seconded and approved 4-1.

Commissioner Bauer stated his concern with the existing design and process. Everything that is currently placed in the memorial is in stone. He feels that the memorial markers are made of a different material and that they would not look like they belong there.

The commission discussed items that should be included on further agendas regarding events that concern the city parks. They feel that they should be the ones that deem what is appropriate and what is not.

- b. Millone & MacBroom – Construction of Tennis Courts on Newtown Street – Director Russo stated that over a year ago, the council bonded about \$750,000.00 for the construction of tennis courts. An email was sent out to the commission from Diana Doyle asking for a ruling on what the money could be used for. Motion for approval on the construction of tennis courts was made. Motion was seconded and approved unanimously.

One of the commissioners stated that the language change to the bond needs to be completed and submitted to the Finance Department. Director Russo confirmed that no language change needs to be done according to Diana Doyle. She had previously reported to Brig Smith, General Counsel, that the money can be used for the tennis courts. It was requested that Finance Department should be made aware so that confirmation is given stating that it is fine to use the money.

Director Russo stated that proposed work is well under the \$750,000.00 and that there is grant money that Millone & MacBroom made aware of. The U.S. Tennis Association has granted the money. Parks Contractual Services account can be used to hire the grant writer that spoke at one of the previous commission meetings. He would like to have a public hearing where the Newtown Street residents will be invited to so they can see the plans.

An amendment to the agenda was made to include the proposal for changes to the “Notices and Signs” ordinance, 214-12. Councilman Streeto worked with the city attorney on the language. Director Russo stated that if there are signs placed on city property, the city will pick them up and store them at the garage for 7 days. If they remain unclaimed after the 7 days, they will be disposed of. Letter E was added to the existing ordinance stating that the “enforcement shall be done by the City Zoning Enforcement Officer and the moderator at the voting polls.” The amendment was seconded and approved unanimously and will be brought to ordinance study.

An amendment to ordinance 214-13 was also discussed. The commission would like to change the wording in the second sentence from 214-13 A. from "Other meetings may be held on City park property with the approval of the Public Works and Facilities Commission and Public Works Department..." to: "Other meetings required only approval of the Public Works Director or his/her designee..." This will make it clearer for an individual to know who to go to in the event of a meeting that needs to be held. A motion was made to approve the language change. Motion was seconded and approved unanimously.

OLD BUSINESS:

One of the councilmen made a motion that items 6 & 7 be dispensed and reviewed on the agenda for June's commission meeting. Motion was seconded and approved to move items 6 & 7 to the next meeting.

- a. April 2015 Public Works Overtime Report – Item 6a moved to the next meeting.
- b. April 2015 Building Permits – Item 6b moved to the next meeting.

OTHER:

- a. April 2015 Monthly Report – Highway Division – Item 7a moved to the next meeting.
- b. April 2015 Overtime Report – Parks Division – Item 7b moved to the next meeting.

Councilman Serra stated that along with the "Public Comment on Agenda Items", he would also like to add another item to the agendas which is "Department Update on Personnel." This will be for vacancies and other important aspects that the commission should know about so that the department is fully staffed for fall and winter.

The fees for city events such as docking fees and park facilities also need to be discussed and completed in the future so that the budget can be prepared. It was mentioned that surrounding towns should be looked into to see the fees that are being charged.

As there was no further discussion, the Public Works & Facilities commission meeting was adjourned at 8:01 P.M.