CITY OF NORWICH
DEPARTMENT OF PUBLIC WORKS

November 21, 2016

TO: City Clerk

FROM: Ryan E. Thompson, P.E., Director of Public Works

FILE #: PWD 243-16

SUBJECT: **MINUTES OF PUBLIC WORKS & CAPITAL IMPROVEMENTS COMMITTEE APPROVED**

The regular meeting of the Public Works and Capital Improvements Committee was held on Monday, November 21, 2016 in the conference room at the Public Works Headquarters, 50 Clinton Avenue. Attendance was as follows:

Committee Members
Alderman Tucker Braddock (Chair)
Alderwoman Stacy Gould
Alderwoman Joanne Philbrick

Administration
Ryan E. Thompson, Director of PW
Patrick J. McLaughlin, City Engineer
Suzanne Cicarelli, Recording Secretary
Fred Allyn, Allyn Associates

1. **CALL TO ORDER**
The meeting was called to order at 8:07 a.m.

2. **APPROVAL OF MINUTES**
The minutes of the October 17, 2016 meeting were unanimously approved noting typo errors. (Motion: Philbrick, Second: Gould).

3. **CITIZEN COMMENT**: None

4. **OLD BUSINESS**

a. **Public Works Updates:** Mr. McLaughlin gave a brief update on various Public Works Projects
- Wisconsin Ave & Winnedon Road paving has been completed. Guard rail work on-going.
- Mohegan Park former concession stand has been demolished.
- 196 Yantic Street, Art Form Bldg. Wiese construction low bidder for demolition.
- Ice Rink Roof currently out to bid, construction to be done in the spring.
- PW to prepare an RFP to hire an engineering firm to prepare MS4 Storm Water Permit.
- Former Reid and Hughes bldg. Silva Engineering is preparing specifications for demo.

b. **Dispositon of Properties Owned by the City:**
- Fred Allyn gave an update on various City properties;
165 Prospect Street, 48 Hinckley Street, 109 Laurel Hill and 13 Baltic Street are now on the market to be sold.
181 Hamilton Ave Public Works will be securing steps to basement.
19 Ward Street will be obtaining a lockbox.
13-15 South A Street is now owned by the City but appears there is an occupant. Needs further looking into.

5. NEW BUSINESS:

- Use of Washington Street School House. Regan Minor applied and was approved a $50k grant to bring it back to the original conditions as a historical school house and to be used as a museum.
- The Committee discussed the draft Procedure for Management and Disposition of City Acquired Property which had been prepared some time ago, but never formally adopted. It was decided to table this item to the next meeting. Mr. Thompson will make some suggested revisions and forward to other members of the committee for review prior to next month's meeting.

6. OTHER BUSINESS:

- Ms. Gould presented a sign that was designed for "Welcome to Norwich" for the Sikh community. Ms. Gould informed the committee that Mr. Shah wanted the sign in 20 different languages and posted in various City locations.
  Motion made by Ms. Philbrick to deny this request, Seconded by Ms. Gould
  Unanomusly approved. Ms. Gould did say she would speak with Mr. Shah about possibly one sign being put on signage in front of Backus Hospital that he could then submit for decision at a later date.
- Memorial brick paver in Ruggles Courtyard tabled to next meeting

7. ADJOURNMENT

The meeting adjourned at 9:39 a.m. by unanimous vote.
(Motion: Philbrick, Second: Gould)

Ryan E. Thompson, P.E.
Director of Public Works

Committee Members:
Alderman Tucker Braddock (Chair), Alderwoman Joanne Philbrick, Alderwoman Stacy Gould
Mayor and Members of the City Council
City Manager
Fred Allyn