

**CITY OF NORWICH  
DEPARTMENT OF PUBLIC WORKS**

June 20, 2016

**TO:** City Clerk  
**FROM:** Angelo Yeitz, Superintendent of Public Works  
**FILE #:** PWD 136-16  
**SUBJECT:** MINUTES OF PUBLIC WORKS & CAPITAL IMPROVEMENTS COMMITTEE DRAFT

The regular meeting of the Public Works and Capital Improvements Committee was held on Monday, June 20, 2016 in the conference room at the Public Works Headquarters, 50 Clinton Avenue. Attendance was as follows:

**Committee Members**

Alderman Tucker Braddock (Chair)  
Alderswoman Stacy Gould  
Alderswoman Joanne Philbrick

**Administration**

Angelo Yeitz, Superintendent of Public Works  
Suzanne Cicarelli, Recording Secretary  
Fred Allyn, Allyn & Associates

**1. CALL TO ORDER**

The meeting was called to order at 8:00 a.m.

**2. APPROVAL OF MINUTES**

The minutes of the May 16, 2016 and the Special meeting meeting of June 6, 2016 were unanimously approved.  
(Motion: Gould, Second: Philbrick).

**3. CITIZEN COMMENT: Penguin Plunge  
David and Karen Warfield from St. Vincent DePaul Place  
Deacon David Holland**

- To be held at Spaulding Pond
- Estimated number of people 100
- Time frame, November 24, 2016 from 7:00 – 11:00am
- Waiver of Liability presented to Corporation Counsel
- Lifeguards and Ambulances on standby
- If needed will pay for any overtime for PW employees
- Will be discussed further at the next PWC meeting on July 18, 2016

#### 4. OLD BUSINESS

- a. **Project Update:** Angelo gave an update on multiple projects taking place within Public Works.
- Moving along on paving: Green Briar, Palmer Street
  - Crack Sealing has just begun
  - Discussion took place on blight. How well the “free weekend” at the Transfer Station is bringing in a lot of residents. Also discussion on how bulky waste pickups work with Willimantic Waste.
  - Angelo stated the the Rose Garden is in full bloom and looking really good.

#### 5. NEW BUSINESS:

- a. **City Owned Buildings Discussion:** Committee decided to combine “Old Business” item (b) with “New Business” item (b).
- Fred Allyn of Allyn & Associates spoke regarding the following properties:  
130 Prospect Street – Actively on the market. Nothing new to report  
13 Baltic Street – Actively on the market
  - 270 West Thames Street will be placed on the market for sale with a starting price of \$17,450.00
  - 88-90 Boswell Avenue will be placed on the market for sale with a starting price of \$11,300.00,  
(Motion to market both properties: Gould, Second: Philbrick). Passed unianmously

#### 6. OTHER BUSINESS:

- a. **RFP 13-05 Request for Proposals Property Broker Manager/Real Broker**  
b. **Agreement with Respect to Maintenance and Disposition of Certain Properties Owned or Acquired by the City of Norwich**
- Discussion brought to the table by Philbrick regarding an agreement with Hyde Park Landscaping maintaining City owned property vs. non-city owned properties. Fred Allyn spoke regarding properties that had been billed that only one property is City owned out of 4 properties billed for. This matter is to be looked into further by Fred Allyn.

#### 7. ADJOURNMENT

The meeting adjourned at 9:17 a.m by unanimous vote.  
(Motion: Philbrick, Second: Gould)

  
Angelo P. Yeitz, Jr.  
Supertintendent of Public Works

Committee Members:

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