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**TOWN OF COLEBROOK
BOARD OF SELECTMEN
MINUTES**

COLEBROOK TOWN CLERK

**Regular Meeting
Tuesday October 10, 2023
7:00PM
Land Use Office**

Board Members Present:

Christopher Johnstone
Kate Kennedy
Ernie Marmer

Board Members Absent:

None

Others Present

Bill Jasmin
Jennifer LaRocque

1. Meeting called to order at 7:02 pm.
2. Public Comment: None
3. The minutes of the regular meeting held September 11, 2023, and special meeting held September 18, 2023, were distributed, and read, there being no changes, they were accepted as written.
4. Road Foreman's Report: Foreman Bill Jasmin discussed Fritz/Rock Hall Rd. and Town Hall parking lot paving completions. Ready to submit costs. McClave Road has been repaired.
5. A motion was made by Chris Johnstone, seconded by Kate Kennedy to increase new hire Michael Girolamo's pay to \$28.00 per hour effective Monday, October 16, 2023. Motion passed, unanimous.
6. Discussed Town well/Northwest Community Foundation Grant. Karen Odell will submit application Friday October 13, 2023.
7. Discussed Town Truck #1. Chris Johnstone is working on getting three quotes, Bill Jasmin will assist with State Bid List.
8. The Colebrook Fire Department received a DEEP grant in the amount of \$5000., this will be divided between the Center and Forge departments, each will receive \$2,500., each.
9. Discussed abandoned dog. Dog has been placed in a new home. The Dog Warden will bring the adoption paperwork to Karen Odell for submittal to the State of Connecticut.
10. Discussed 2023 STEAP Grant which will allow for the paving of Eno Hill, Old Forge and Robertsville and Pine Roads as well as the Forge Firehouse parking lot.
11. A motion was made by Kate Kennedy seconded by Ernie Marmer to appoint Linda Bickford to the Conservation Commission for a term of 3 year. Motion passed unanimous.
12. Executive session moved to #23 end of agenda
13. Discussed RFP for mowing Town cemeteries. Will defer until Spring.
14. Discussed line painting in Town Hall parking lot. Will get prices.

15. Discussed new Land Enforcement Officer Alan Drapach and progress to date.
16. Upcoming CCM conference information given to Ernie Marmer. Chris Johnstone will submit application for Ernie Marmer to attend the conference.
17. A motion was made by Kate Kennedy seconded by Ernie Marmer to not support Aton Forest. Motion passed unanimous.
18. Discussed Old Creamery and Sandy Brook Rd. bridges. Work is progressing. Progress meeting scheduled for Wednesday October 11, 2023 @ 10am.
19. Discussed Pinney St. bridge. Progress meeting scheduled for Wednesday October 11, 2023 @ 11am.
20. Reviewed 23/24 budget.
21. A motion was made by Kate Kennedy seconded by Ernie Marmer to approve tax refunds to (Paul Odell \$88.29, Scott Norton \$55.57) Motion passed unanimous.
22. Paid bills as presented.
23. Discussed No Thru Trucks sign for Old Forge Rd. Chris Johnstone will call Mountain Top Trucking and remind them that Riverton Road is posted as a "No Thru Truck" route and call Anne Bowen regarding No Thru Truck sign.
24. Discussed agenda for Annual Town Meeting to be held Monday October 16, 2023.
25. Discussed households with multiple trash cans. The Board of Selectman recommend developing and sending a form letter to remind residents that only one refuse can per household is authorized. This letter will be sent to repeat offenders. make a form letter for repeat offenders from the list that was received from USA Hauling.
26. A motion was made by Kate Kennedy seconded by Ernie Marmer to enter executive session at 8:45pm. Exited Executive session at 9:00pm. No motions were made, no votes taken.
 - a. Discussed letter received from Attorney Jean M. Stawicki, regarding the proposed sale of 1.182 acres of land; estate of Lora Delaney for \$25K. 1st Selectman Johnstone will schedule a joint meeting with the Board of Finance and the Board of Selectman to discuss this proposal. Johnstone will notify Attorney Stawicki and confirm receipt of letter and pending action.
 - b. Discussed receipt of a permit from the Connecticut Department of Transportation authorizing a realignment of the Prock Hill Road and Route 183 intersection. This project will be completed at no cost to the Town of Colebrook and all work will be limited to the State of Connecticut owned right of way property. Motion by Kate Kennedy, seconded by Ernie Marmer to authorize 1st Selectman Johnstone to have Town Attorney Patrick Power draft a letter for submittal to the Connecticut Department of Transportation acknowledging receipt of the permit. Motion passed, unanimous.

27. Meeting adjourned at 9:15 on a motion by Kate Kennedy.

Respectfully Submitted,



Chris Johnstone
First Selectman

2 - Attachments:

1 - CT DOT Permit #4021371

2 - Engineered Drawing - Robert Greene Assoc. LLC.

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TOWN COLEBROOK	ROUTE NO. 183	PMT 2B-REV 6/00 (302-06-0386) DEPARTMENT OF TRANSPORTATION BUREAU OF HIGHWAY OPERATIONS STATE OF CONNECTICUT ENCROACHMENT PERMIT	DATE OF ISSUE 9/25/2023	PERMIT NO. 4021371 Page 1 of 3
NAME OF HIGHWAY Colebrook Rd			DATE EFFECTIVE 9/25/2023	
LOCATION OF WORK OR BEGINNING AND ENDING POINTS Intersection of Prock Hill Rd and Colebrook Rd (route 183)			DATE OF EXPIRATION 9/25/2024	AMT. OF SURETY BOND CERTIFY CHECK 10,000.00
TO: BRYCE ZYGMONT 401 COLEBROOK RIVER ROAD RIVERTON, CT 06065-1036 ATTN: Bryce Zygmont			SURETY COMPANY/BANK Western Surety Company	
			BOND NUMBER: 66607943	
			PERMIT IS NOT VALID UNTIL SIGNATURE COPY IS SIGNED AND RETURNED TO THE OFFICE. PLEASE RETURN AT ONCE.	
			FEE: 100.00	DATE REC'D: 9/22/2023
			PO/WO NO:	
<p>Permission is hereby granted to do the following work under the control and direction of the Department of Transportation, Bureau of Engineering and Highway Operations at the location designated hereon, subject to the statements made on the application for permit, and to the pertinent provisions of the current Highway Encroachment Permit Regulations manual, including amendments thereto.</p> <p>This permit does not become effective until all necessary local and State licenses and permits are obtained by the Permittee or designated agent, and further the Permittee shall be subject to all Federal, State and local regulations.</p> <p>This permit is issued in strict compliance with, but not limited by, the following specific requirements, referenced attachments, and the current edition of Department of Transportation's Standard Specifications for Roads, Bridges and Incidental Construction as applicable.</p> <p>The Department of Transportation Permit Inspector, Mike Winn 860-965-3236, MUST BE NOTIFIED AND THE CALL BEFORE YOU DIG REQUEST NUMBER RECORDED 48 HOURS IN ADVANCE OF STARTING WORK ON THE PROJECT. REQUEST NO. _____</p> <p>Permission is granted to Zygmont Excavation to adjust pavement limits within the highway right of way as delineated on the plans titled "Adjustment to Pavement Limits Along East side of Prock Hill Road at the Intersection with Colebrook Road (Conn. Route 183) Colebrook, Conn." with last revisions dated September 6, 2023, and permit application received on 09/22/2023. All work shall be in accordance with the current publication of the Department of Transportation "Standard Specifications for Roads, Bridges, and Incidental Construction", the latest Department Standard Details, and the following stipulations:</p> <ol style="list-style-type: none"> 1. A copy of this permit must be available on site at all times. 2. Vehicular and pedestrian traffic must be adequately protected through the use of appropriate traffic control patterns. Uniformed police officers or personnel who are certified for traffic control to a level equivalent to the National Safety Council shall be utilized to direct traffic through the work area. All traffic control signing, and appurtenances shall be in accordance with the latest edition of the "Manual on Uniform Traffic Control Devices" and must meet NCHRP 350 requirements. 3. No work that will interfere with the flow of traffic will be permitted before 8:30 a.m. and after 4:00 p.m., Monday through Friday. 4. Holiday Restrictions- No permit work within the highway right of way will be permitted the day before a legal holiday and no work shall be resumed until 12:00 noon the day following the holiday, unless otherwise approved or indicated. Weekends shall be considered as part of the holiday when the legal holiday falls on either Friday or Monday. 5. Catch basins damaged or filled with sediment during construction must be repaired, cleaned and flushed at contractor's or developer's expense. 6. The storing of pipe, excavated materials, or other construction materials within the highway right of way will not be allowed. Equipment shall be removed from the right of way when not in use. 7. The pavement shall be cut in neat, straight lines to a depth necessary to remove the pavement to the subbase. The saw cutting slurry must not be allowed to enter the State's drainage system. <p>The Permit Inspector must be notified upon completion of work for final inspection and approval.</p> <p>CALL Before you DIG! TOLL FREE, STATEWIDE 1-800-922-4455</p> <p>Any and all liability for injury, damage or loss resulting from such work as may be undertaken under the terms of this permit is assumed by the Permittee. The Permittee is hereby designated responsible for all future maintenance of all installations or encroachments constructed under this Permit, which in the sole judgement of the State are not part of the highway appurtenances normally maintained by the State.</p> <p>The Permittee hereby agrees to indemnify and hold harmless the State of Connecticut for any and all such injury, damage, or loss that may be incurred, either directly, or as a result of said work, and to reimburse the Department of Transportation for any expenses incurred due to the performance of any such work undertaken under the terms of this permit.</p> <p>This permit is revocable at the discretion of the Department of Transportation Commissioner or designated representative, Rob Fernandez</p>				

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TOWN COLEBROOK	ROUTE NO. 183	PMT 2B-REV 8/00 (302-08-0386) DEPARTMENT OF TRANSPORTATION BUREAU OF HIGHWAY OPERATIONS STATE OF CONNECTICUT ENCROACHMENT PERMIT	DATE OF ISSUE 9/25/2023	PERMIT NO. 4021371 Page 2 of 3
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TO: BRYCE ZYGMONT 401 COLEBROOK RIVER ROAD RIVERTON, CT 06065-1036 ATTN: Bryce Zygmont			SURETY COMPANY/BANK Western Surety Company	
			BOND NUMBER: 66807843	
			PERMIT IS NOT VALID UNTIL SIGNATURE COPY IS SIGNED AND RETURNED TO THE OFFICE. PLEASE RETURN AT ONCE.	
			FEE: 100.00 DATE RECD: 9/22/2023 POWO NO:	

- 8. Permanent full depth pavement replacement will be required in all excavations. Temporary pavement restoration will not be allowed through the winter season. Excavations performed after November 1st will be at the discretion of the inspector and may require complete replacement the following spring. Asphalt from plants which have not received state certification will be regarded as temporary and must be replaced no matter what depth installed.
- 9. Hot bituminous will be required for all pavement excavations. The permittee will make certain that hot bituminous concrete is available before starting the work. If it is not available, NO excavation will be allowed within the right-of-way until such time as it is available.
- 10. The limits of the final pavement restoration will be determined by the inspector. This shall include milling and paving of the asphalt surface, surrounding and including the excavation, to a depth of 2". The milled area shall extend a minimum of 10 feet beyond the edges of the original trench line with vertically faced edges, not tapered. The entire milled area including the edges shall be swept and tack coated with an approved material at the appropriate rate. The area will then be paved with Hot Mix Asphalt Superpave 0.50 (machine laid) and compacted to a depth of 2". All excavations may be included into one milled area.
- 11. At the end of each workday all trenches will be back filled and patched. The use of steel plates to cover open trenches within the highway right of way will NOT be allowed.
- 12. All erosion and sedimentation control measures shall be installed.
- 13. Roadway must be clean of all debris. Sweeper truck will be required to clean roadway when needed or upon DOT request. A sweeper, equipped with a water tank, capable of remove millings and loose debris from the surface. Other sweeping or vacuum type equipment may be provided in lieu of the sweeper where acceptable by DOT inspector.
- 14. Installation of signs shall be of breakaway design and conform to the latest national breakaway criteria.
- 15. All liability is assumed by the permittee. All areas disturbed as a result of this operation will be restored to the equivalency of their original condition or better at permittee's expense. Pavement markings must be replaced using epoxy paint. Turf must be established prior to this permit considered complete. The permittee will be billed in full by the Department for engineering and replacement costs of any area disturbed or destroyed by the permitted operations.
- 16. The Department reserves the right to require the permittee to reimburse the State for all expenses incurred in connection with this permit including but not necessarily limited to inspection, State-owned equipment, supplies, etc. as outlined under regulation 13b-17-11.
- 17. Requirements of the permit are subject to change as field condition warrant. Any change will require a review and prior approval by the District Office.

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<p>18. The permittee shall certify that all fill materials proposed to be used on CTDOT property will meet the Connecticut Department of Energy & Environmental Protection (DEEP) GA PMC and Residential Direct Exposure Criteria unless the permittee has either a current Beneficial Use Determination (BUD) or a current Soil Management Plan (SMP) approved by DEEP. The BUD or SMP and its corresponding DEEP approval shall be attached to the permit application. The permittee shall comply with the BUD or the SMP (as applicable) and provide CTDOT with documentation, in form satisfactory to CTDOT, of permittee's compliance. CTDOT reserves the right to require permittee, at its sole cost and expense, to remove any fill materials that do not meet the required criteria from the site by permittee and the area restored with compliant fill materials. Nothing in this paragraph shall be construed to relieve the permittee of its responsibility that materials must also meet the structural and geotechnical requirements for their intended use in accordance with the Department's Standard Specifications.</p> <p>INSURANCE EXPIRES: 09/09/2024. PRIOR TO THE INSURANCE EXPIRATION DATE, THE PERMITEE MUST SUBMIT AN UPDATED CERTIFICATE OF INSURANCE TO DOCUMENT APPROPRIATE CONTINUING INSURANCE COVERAGE.</p>				
PERMITEE'S SIGNATURE	DATE	DEPARTMENT OF TRANSPORTATION BUREAU OF HIGHWAY OPERATIONS BY Doug Harris		
		DISTRICT MAINTENANCE DIRECTOR		

