



Town of Colchester, Connecticut

127 Norwich Avenue, Colchester, Connecticut 06415

Board of Selectmen Minutes
Regular Meeting Minutes
Thursday, August 17, 2017

Colchester Town Hall, Immediately following Town Meeting at 7pm

RECEIVED
COLCHESTER, CT
2017 AUG 21 AM 10:27
R. COYLE
TOWN CLERK

MEMBERS PRESENT: First Selectman Art Shilosky, Selectman Stan Soby, Selectman Rosemary Coyle, and Selectman John Jones

MEMBERS ABSENT: Selectman Denise Mizla

OTHERS PRESENT: PW Director J. Paggioli, Registrar D Mrowka, M Hayes and Clerk T Dean.

1. Call to Order

A Shilosky called the meeting to order at 7:04 pm.

2. Additions to the Agenda

A Shilosky asked to revise #10 to read, Discussion and Possible Action on Making Memories Grant, and #12 to remove Action.

R Coyle moved to revise agenda items as presented, seconded by J Jones. Unanimously approved. MOTION CARRIED

3. Citizen's Comments – none

4. Consent Agenda

1. Approve Youth Service Bureau Grant Program
2. Approve Youth Service Bureau Enhancement Grant Program

R Coyle moved to approve the consent agenda, seconded by S Soby. Unanimously approved. MOTION CARRIED

5. Approve Minutes of the July 20, 2017 Regular Commission Chairmen Meeting

R Coyle moved to approve the minutes of the July 20, 2017 Regular Commission Chairmen meeting, seconded by S Soby. Unanimously approved with one abstention by J Jones. MOTION CARRIED

6. Approve Minutes of the July 20, 2017 Regular Board of Selectmen Meeting

J Jones moved to approve the minutes of the July 20, 2017 Regular Board of Selectmen Meeting, seconded by R Coyle. Unanimously approved with one abstention by J Jones. MOTION CARRIED

7. Approve Minutes of the August 7, 2017 Special Board of Selectmen Meeting

S Soby moved to approve the minutes of the August 7, 2017 Special Board of Selectmen meeting, seconded by J Jones. Unanimously approved with two abstentions by S Soby and R Coyle. MOTION CARRIED

8. Boards and Commissions – Interviews and/or Possible Appointments and Resignations

- a. Parks and Recreation Commission – Tracey Bruni possible appointment for a four year term to expire on 11/1/2019

R Coyle moved to appoint Tracey Bruni as a member to the Parks and Recreation Commission for a four year term to expire on 11/1/2019, seconded by S Soby. Unanimously approved. MOTION CARRIED

- b. Economic Development Commission – Michael Hinchliffe to be interviewed – was interviewed

9. Discussion and Possible Action on Section 5310A Funding for Vehicle Replacement

S Soby moved to authorize the expenditure of an amount not to exceed \$13,400 from the Vehicle Reserve Fund for the local match requirement for the acquisition of a 20 passenger wheel chair life mini-bus, seconded by J Jones. Unanimously approved. MOTION CARRIED.

10. Discussion and Possible Action on Making Memories Grant

R Coyle moved to approve the FY 2017-2018 Making Memories Grant, not to exceed \$14,000, and authorize the First Selectman to sign all necessary documents, seconded by J Jones. Unanimously approved. MOTION CARRIED

11. Discussion on Remotely Controlled Aircraft (Drone)

FD received Drone as a gift. Currently town insurance does not have coverage for drone use. S Soby asked A Shilosky to investigate options of a rider and what that would entail, along with the FAA registration process. A Shilosky stated that when he has more information he will add this back on the agenda.

12. Discussion on Town Issued Purchasing Cards

A Shilosky informed the Board he will start working with the CFO to investigate getting at least one card for the Town to avoid employees having to use personal credit cards for purchases when sending a check is not an option. The Board agreed this is worth looking into and makes sense.

13. Citizen's Comments - none

14. First Selectman's Report

A. Shilosky reported to the Board that the previously appointed member to the Conservation Commission, Sandra DeRosa, decided not to proceed due to other commitments. Another resignation from Public Works Maintainer II position. This opening has been posted. S Soby asked if exit interviews are conducted when employees leave, A Shilosky confirmed that yes, exit interviews are conducted. Looking into a microphone system with recording options for Town Hall meeting rooms. Phone system at Town Hall has constant problems. Price for replacing would be approximately \$30,000. Will start putting aside funds into Capital. S Soby asked what the problems were with the current system. PW Director J Paggioli stated that it has to do with the VOIP system vs a single server. The system is only designed for one location vs all town properties tied to one system. A Shilosky reported the Caverly Mill Road Bridge is failing. J Paggioli discussed the issue (Memo attached). A Shilosky stated that no appropriations will be needed to repair.

15. Liaison Reports

S. Soby reported that Planning & Zoning received an application by a property owner to amend regulations for setback and multi-family development. Board denied application. Continue to work on zoning modifications, particularly around criteria for duplex in rural zones.

R Coyle reported that Open Space is working on property on Comstock Bridge Road. Phase 2 survey is the next stage. Wetlands officer is looking into grants, along with the Watershed committee to see if the town can receive the grant. Boy Scouts adding to the story board at the Ruby Cohen property.

Commission on Aging – report attached. Also on October 11th there will be a Harvesting the Stones program.

J Jones reported that the Historic Commission continues to work on Old Bacon Academy. Chimney repaired. Currently working on the front of the building. On 9/15 at 4:30pm there will be a grand opening event of the School for Colored Children, which will also be turned over to the town at this time.

Conservation Commission tabled the Public Hearing on Amston Rd by S Fedus. Caring Community on Waterhole Rd is replacing a green house which was approved. Logging taking place off Bush Rock Rd. Evergreen Acres requesting larger pond put in, commission asked for soil test first.

A Shilosky reported on the Police Commission which now has a full board. The commission will be addressing the BOS to discuss a police ticketing ordinance. S Soby stated it would need to be investigated if there is currently an issue that requires the increase level of enforcement for public safety purposes.

16. Adjourn

J. Jones moved to adjourn at 7:44 p.m., seconded by S Soby. Unanimously approved. MOTION CARRIED.


Attachment: Caverly Mill Road Bridge Memo
Commission on Aging report

Respectfully submitted,



Tricia Dean, Clerk

Town of Colchester Interoffice Memorandum

To: Art Shilosky, First Selectman
From: James Paggioli, L.S., Director of Public Works 
CC:
Date: 8-16-2017
Re: Caverly Mill Road Bridge – Condition Report and Proposed Recommendation

As part of the Town's Roadway Infrastructure, there are bridges that are the Town's responsibility to maintain, repair or replace as necessary. They are Paper Mill Road, Caverly Mill Road, Cirillo Drive, River Road and Old Hartford Road. Three of these are located upon cul-de-sac roads. River Road and Old Hartford Road serve through roads. There are other waterway crossings, but those are generally box culverts or pipe culvert crossings. These "cul-de-sac" roadway bridges represent the sole means of access to property owners utilizing the public road that abuts or leads to their properties. They range in age and style from simple small spans with stone abutments to ConnDOT style highway bridge construction. They also service from single lane gravel roads to paved collector streets of the Town.

Paper Mill Road Bridge is most noted inspection report bridge in need of replacement of decking and structural members. It has already been placed on the Capital Funding list and was available for 50% grant funding. Estimated cost of work there has been established at \$300,000 with 50% of the actual final cost being paid for by grant.

Caverly Mill Road Bridge is a small stone abutment bridge that services a single lane gravel road with one existing residence beyond the bridge. It is a wood planked deck bridge that utilizes seven steel beams to support the deck. The steel beams rest upon stone abutments. The span is approximately 14 feet over Sherman Brook and the bridge is 14 feet wide. The lower portion of the brook is approximately 1.5 feet above the average water flow (non-flood events), and during storm events the steel beams are under the surface of the water flow. The understructure often is cleaned from streamflow debris, (branches etc.). Inspection of the center portion of the underside of the bridge can only be done during low water and be personnel in waders standing in Sherman Brook. Observationally, the exterior steel beams appear to be in fair to poor condition, and due to the limited traffic, the bridge was scheduled to be repaired in a 3 to 5 year time frame. Inspection this summer revealed that the wood decking was deflecting excessively and subsequent inspection revealed that the interior 5 steel beams were deteriorated to the point that load was no longer being transferred throughout the beams and that left unattended would result in a collapse under load in a immediate time frame.

Temporarily, steel plates were placed on the deck to transfer loads to the two exterior beams. However the span load bearing beams require immediate replacement (30 to 60 days). The existing stone abutments are not in structurally determinate condition to warrant replacement in kind, without conducting extensive work within the brook channel. Due to the need to conduct the work in an expedited fashion, provide bridge components not susceptible to rust deterioration and maintain the sole access open for the residence beyond the bridge, the recommendation is to utilize two (2) NEXT 2 Precast Concrete Tee Beams is proposed. These beams have an integral deck incorporated with them and allow for an shorted closure time since once placed, the bridge may be opened to traffic immediately. The crosssectional width is within 4 inches of the existing steel/wood deck structure so that no significant change in road grade is needed. Precast bearing abutments can be installed by staff without permanent closing the road, and can be constructed so that when the precast Next 2 beams arrive on site, the setting crane can remove the existing bridge span and set the new bridge and deck in the same day.

Sal Tassone and I have coordinated with Anchor Engineering and a Precast Manufacturer in order to obtain the following cost estimates:

- 1) Design of the Next 2 Precast Beams and provide shop drawings and details to manufacturer = \$14,000
- 2) Precast and Delivery to site = \$24,000 to \$28,000.
- 3) Crane Rental = \$3,000
- 4) Precast Abutments = \$3,000
- 5) Final Deck paving = \$2,000

Total = \$46,000 to \$50,000.

The project can be funded within the existing funding of the Road Improvement Budget since the work was anticipated to occur within a 3 to 5 year period. It is simply a matter that the priority timing has shifted due to the accelerated deterioration of the center beams. The deferment of other planned work is not anticipated to increase the scope of the work required in the following year in the Road Improvement line item of the budget.

Since the bridge is the sole access way to the residence beyond the bridge, and the fact that Caverly Mill Road is a Town owned public road, the work must be performed in an immediate need, to ensure the safety of the public utilizing the bridge.

Attached are the photos of the existing bridge and Mapping of the affected area, along with examples of the NEXT 2 Pre-cast bridge systems.

Town of Colchester

Geographic Information System (GIS)



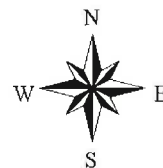
Date Printed: 8/8/2017



MAP DISCLAIMER - NOTICE OF LIABILITY

This map is for assessment purposes only. It is not for legal description or conveyances. All information is subject to verification by any user. The Town of Colchester and its mapping contractors assume no legal responsibility for the information contained herein.

Approximate Scale: 1 inch = 50 feet





ANCHOR

860.633.8770
860.633.5971
www.anchorengr.com

41 Sequin Drive Glastonbury, CT 06033

August 13, 2017

Mr. Salvatore Tassone, P.E.
Town Engineer
127 Norwich Avenue
Colchester, CT 06415

Re: **Engineering Services Proposal**
Design & Construction Inspection Services
Caverly Mill Road Bridge over Sherman Brook, Bridge No. 028005
Colchester, CT

Dear Mr. Tassone:

Anchor Engineering Services, Inc. (AES) is pleased to submit this proposal for engineering services related to performing the structural computations for the design and detailing associated with the Northeast Extreme Tee (NEXT) Precast Beams and associated components for the Caverly Mill Road Bridge No. 028005 over Sherman Brook in Colchester, CT.

PROJECT UNDERSTANDING

The existing bridge is located on Caverly Mill Road approximately 0.21 miles south of Route 616 in Colchester, CT. The existing structure is a single span bridge, which is comprised of a timber plank deck on multiple steel beams supported on stone masonry abutments presumably founded on soil. The bridge has a clear span of about 18' over the Sherman Brook and has a deck width of about 13.5' between the timber railings on the bridge.

It is our understanding that the Town is utilizing only Town funds for this project. The bridge rehabilitation project will include the full replacement of the existing superstructure (timber deck & steel beams) with precast NEXT beams that will over span both existing abutments and will be supported on new precast concrete abutments behind the existing abutments. The proposed bridge will have an overall length of about 30' and an out to out width of about 16'.

It is also our understanding that AES will provide the Town with primarily the superstructure related design and details of the bridge and the precast abutment design and detailing will be provided and designed by others. However, AES can provide the abutment design along with direct costs for soil borings and geotechnical services as additional services if requested by the Town.

Based on the above understanding, AES will provide the Town of Colchester with the following services for this project:

SCOPE OF SERVICES

TASK 1 – NEXT BEAMS DESIGN & DETAILS \$8,900 Lump Sum

AES will provide the structural computations and details of the NEXT beams based on the proposed layout and geometry of the bridge provided by the Town of Colchester. Details will be as required for fabrication and/or construction.

TASK 2 – END DIAPHRAGMS DESIGN & DETAILS \$2,400 Lump Sum

AES will provide the structural computations and details of the end diaphragms as required for fabrication and/or construction.

TASK 3 – BEARING PADS DESIGN & DETAILS \$1,200 Lump Sum

AES will provide the structural computations and details of the bearing pads as required for fabrication and/or construction.

TASK 4 – KEEPER BLOCKS/BACWALLS DESIGN & DETAILS \$1,200 Lump Sum

AES will provide the structural computations and details of the keeper blocks and backwalls as required for fabrication and/or construction.

The above bridge components will be designed in accordance with the AASHTO LRFD Bridge Design Specifications 7th Edition (AASHTO 2014) with 2015 Interims, as supplemented by the CTDOT Bridge Design Manual (2003).

All of the calculations and details will be signed and sealed by a CT Professional Engineer.

TASK 5 – SHOP DRAWINGS REVIEWS \$900 Lump Sum

AES will perform shop drawings reviews for the above components as required for fabrication and/or construction.

TASK 6 – CONSTRUCTION INSPECTION SERVICES \$98/Hour

AES will perform the following construction inspection related items:

- Administration - Prepare inspection notes, attend construction meetings, prepare meeting notes, and prepare correspondence during construction.
- Field Inspection - Perform inspection of Contractor's work on site and during construction. Includes travel time to and from site and office. Field inspection services will be provided on an as need basis per the request and authorization of the Town.

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Mr. Salvatore Tassone, P.E.
August 13, 2017

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PROFESSIONAL FEES

Anchor Engineering proposes to complete Tasks 1 -5 of the above Scope of Services for a Lump Sum of \$14,600. Task 6 - Construction Inspection Services and costs associated with meetings will be compensated separately as needed and will be paid on an hourly rate basis of \$98/hour. Direct costs such as printing (unless included above) and mileage will be billed separately as incurred with no markups.

Should additional services be required or requested by you, these will be billed hourly or as may be agreed upon. Hourly rates contained in this proposal are valid for six months.

Should you wish to proceed, please sign and return a copy of the enclosed Authorization to Proceed to begin the work. Fees will be due on a monthly basis. Please contact me should you have any questions or comments in regards to this proposal.

Sincerely,



Dennis A. Garceau, P.E.
Chief Structural Engineer / Principal

Enc.

Mr. Salvatore Tassone, P.E.
August 13, 2017

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AUTHORIZATION TO PROCEED

Signature of this document authorizes Anchor Engineering Services, Inc. ("we", "our", "us") of Glastonbury, Connecticut to provide the Town of Colchester ("you", "yours") with engineering services related to performing Tasks 1-6 of the scope of services associated with the Caverly Mill Road Bridge over Sherman Brook (Bridge No. 028005) in Colchester, CT.

A description of the scope of services and proposed fees for the services is presented in the attached proposal. This proposal is dated August 13, 2017.

In order to minimize your costs for our services, we have been authorized to provide only those services described by our scope of services and authorized by you. In the event that additional services or time are required in order to assist you in the completion of the work, we will notify you prior to the execution of these services. You agree to pay invoices within 30 days and agree to pay interest at the rate of one and one-quarter percent (1¼%) per month on any balance not paid within 30 days. Anchor Engineering Services, Inc. retains the right to stop work on this project should any invoice remain due after 30 days.

In the event that any of these services are subject to Connecticut sale tax, the client agrees to pay the appropriate sale tax rate.

Please indicate your acceptance of the Scope of Services and professional fees by signing below and returning one complete copy of the proposal and your acceptance to us. The second copy is for your records.

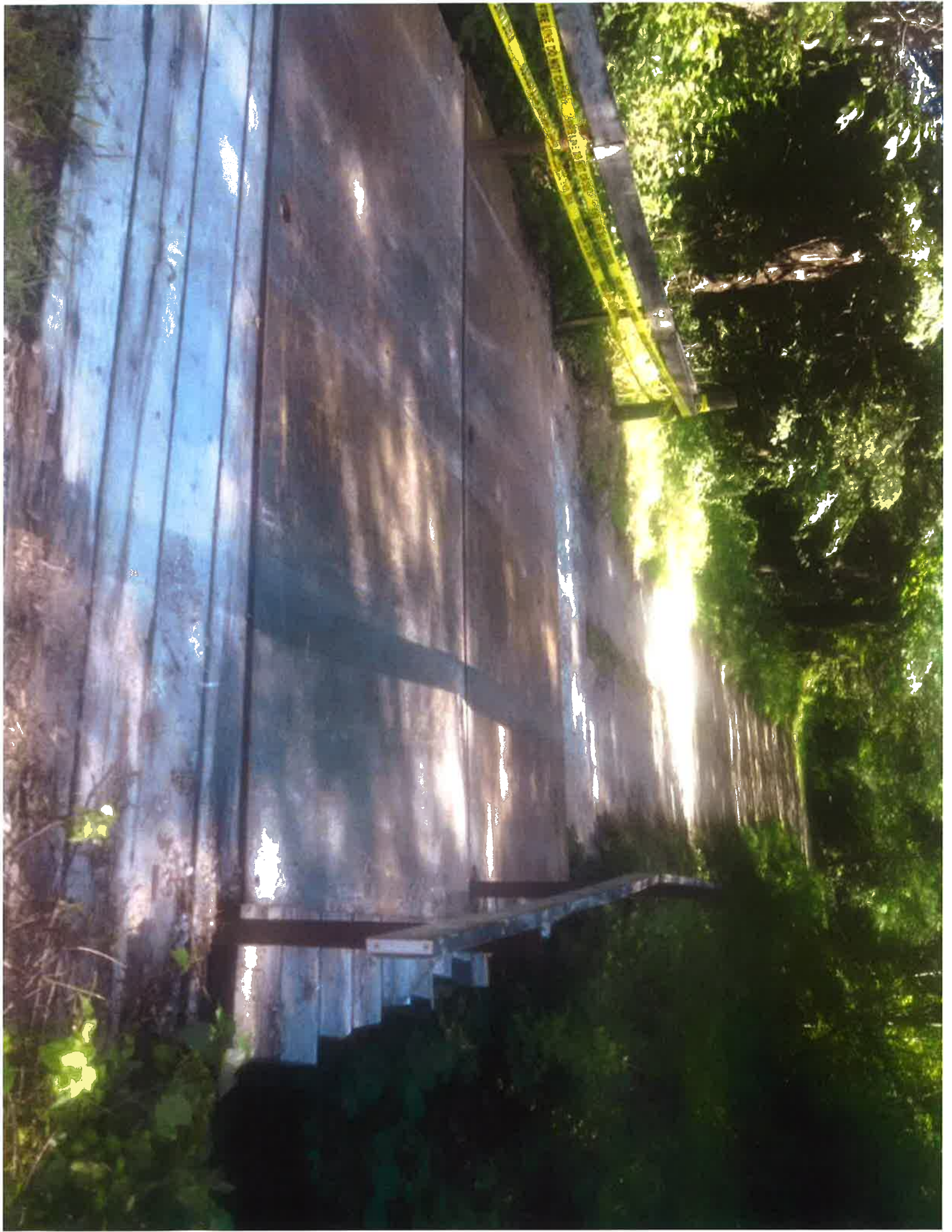
Accepted By:

Signature

Title

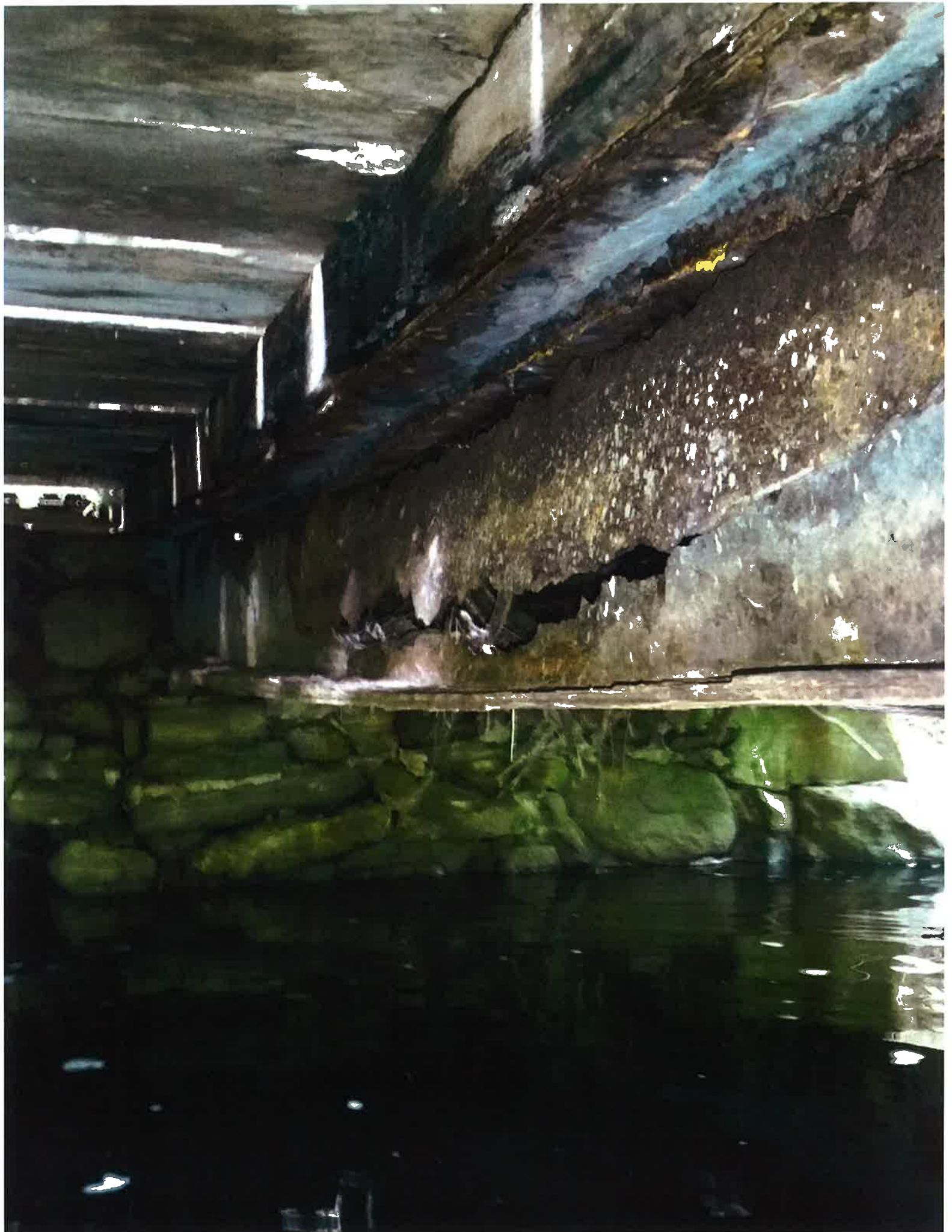
Printed Name

Date









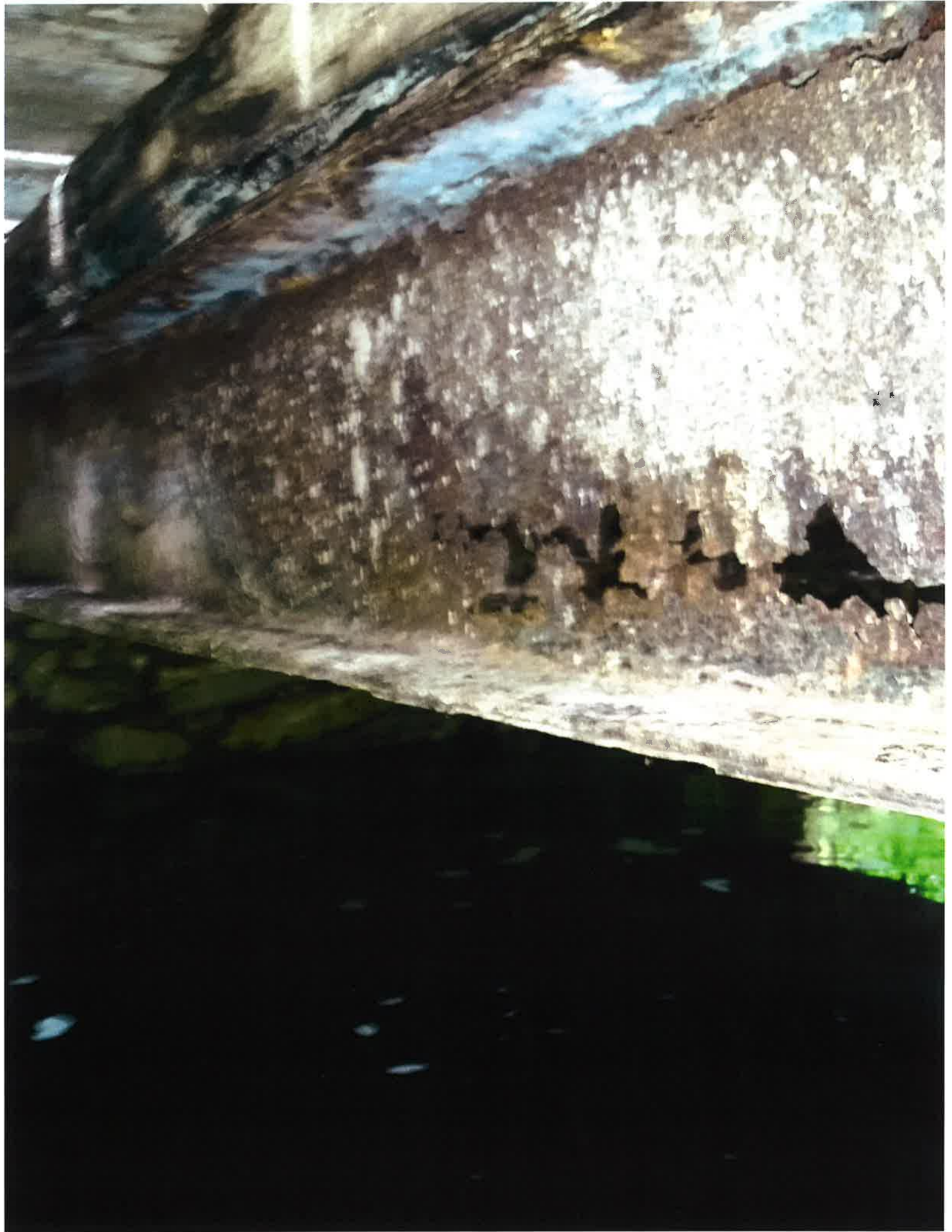
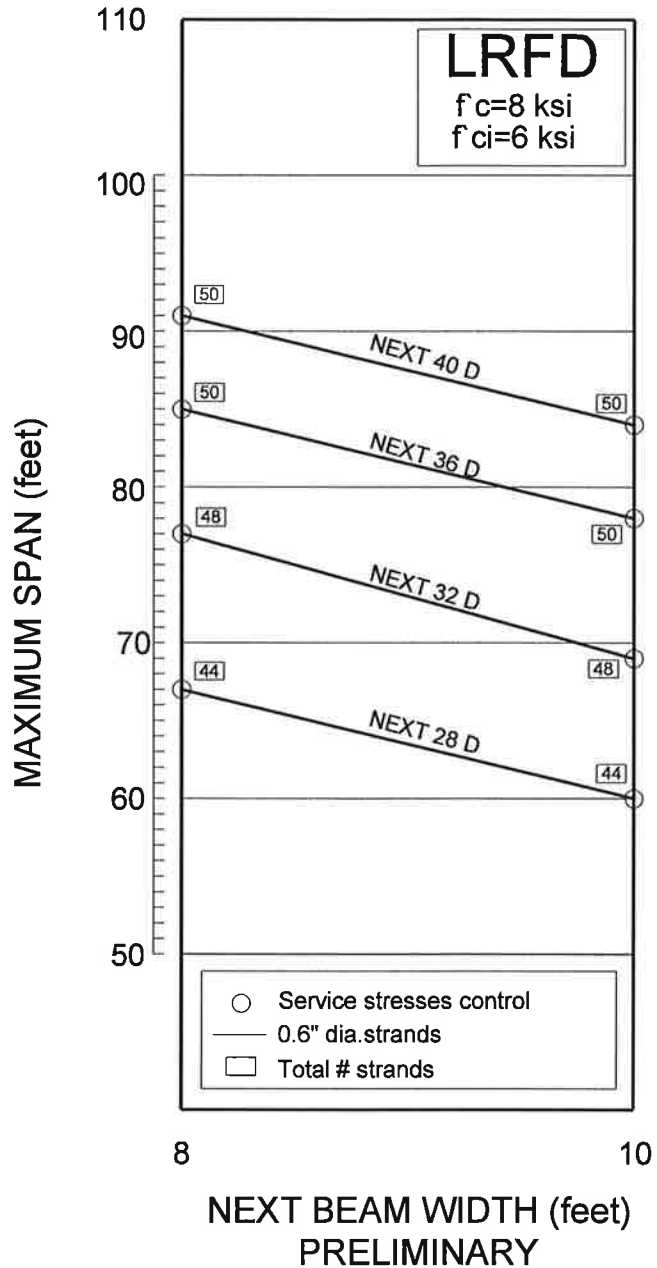
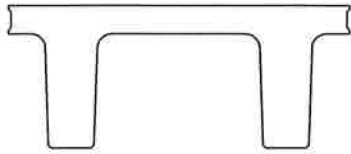






Chart NEXT-2
Northeast Extreme Tee - NEXT



DESIGN PARAMETERS	
1.	18 inch wide concrete curbs with steel rail
2.	3 inch thick bituminous concrete overlay
3.	Beam $f'c = 8000$ psi
4.	Beam $f'ci = 6000$ psi
5.	Debond up to 25% of strand
6.	AASHTO LRFD design with allowable tensile stresses for extreme exposure
7.	Straight strand only
8.	No utility loads
9.	Design for interior beam
10.	Live load distribution factor based on composite deck stringer bridge, AASHTO cross section Type I

NOTE: EACH BEAM HAS 4 FULLY TENSIONED STRANDS LOCATED 7.5 INCHES FROM THE TOP OF THE BEAM

REVISIONS		
NO.	DATE	DESCRIPTION

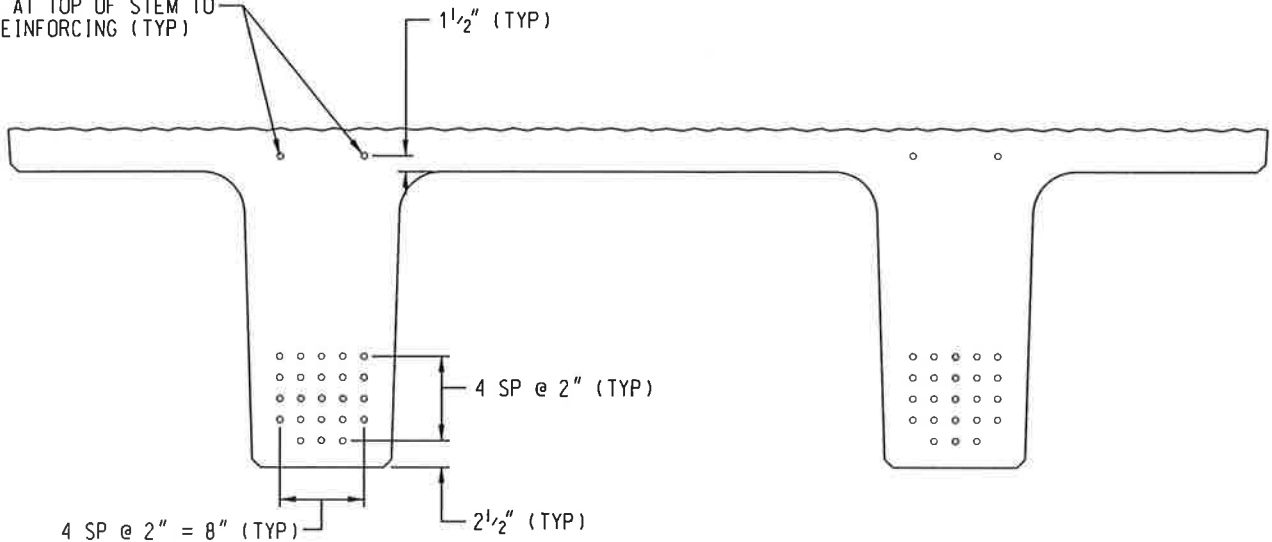
NORTHEAST EXTREME BRIDGE TEE NEXT D BEAMS	
SPAN CHART ($f'c = 8$ KSI)	
ISSUE DATE: 01-04-10	SHEET: NEXT D - 15

PRECAST/PRESTRESSED CONCRETE INSTITUTE NORTHEAST



PCI WWW.PCINE.ORG

2 STRANDS AT TOP OF STEM TO SUPPORT REINFORCING (TYP)



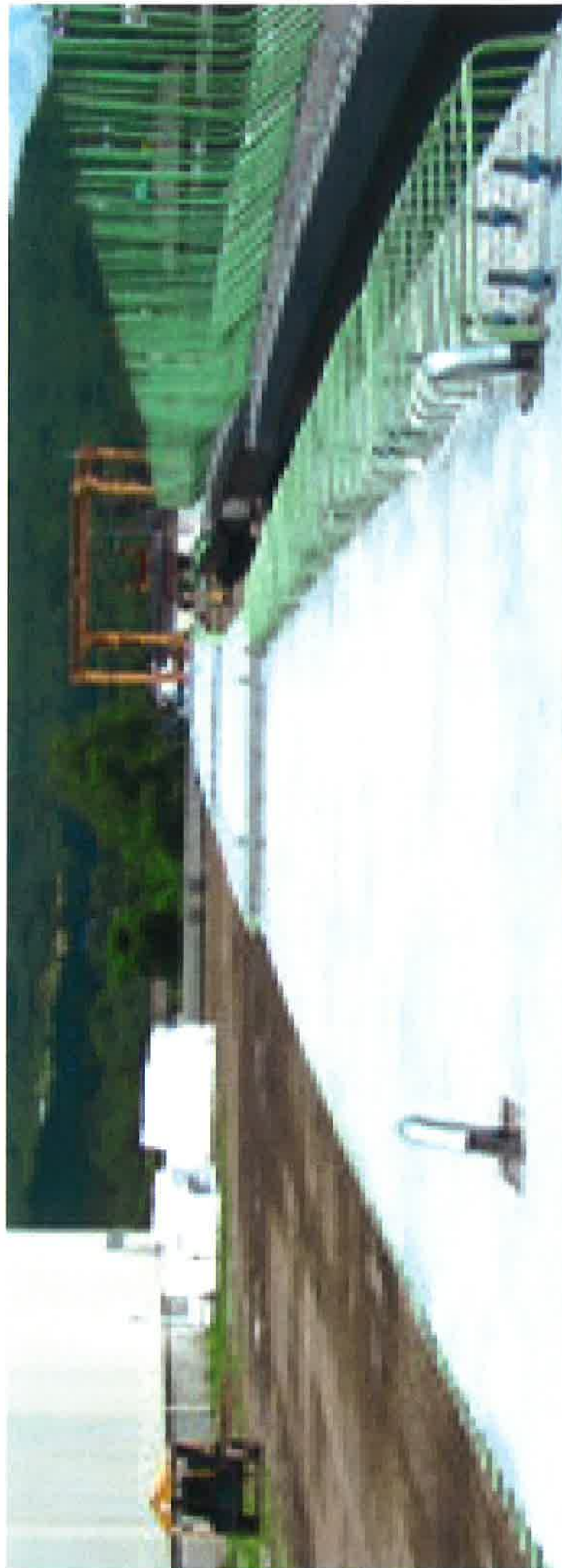
TYPICAL STRAND LOCATIONS

(ENDS AND ALONG THE SPAN)

NOTES:

1. ◦ DENOTES STRAIGHT STRAND. DRAPED STRANDS ARE NOT PERMITTED.
2. DEBONDING OF STRAND IS ALLOWED. NO MORE THAN 25% OF THE TOTAL NUMBER OF STRANDS SHALL BE DEBONDED. THE SPACING BETWEEN DEBONDED STRANDS SHALL BE AT LEAST 2.5 INCHES IN ANY DIRECTION. THE RESTRICTIONS OUTLINED IN THE AASHTO DESIGN SPECIFICATIONS SHALL ALSO BE FOLLOWED.
3. IT IS RECOMMENDED THAT APPROXIMATELY 50% OF ALL STRAND BE DEBONDED FOR THE FIRST 6" FROM THE END OF THE BEAM IN ORDER TO CONTROL END CRACKING. SPACING RESTRICTIONS OUTLINED IN NOTE 2 DO NOT APPLY TO THIS 6" AREA, BUT DO APPLY BEYOND THIS 6" AREA.
4. STRANDS SHALL BE PLACED WITHIN THE 2"x2" GRID. THE NUMBER AND LOCATION OF STRANDS SHALL BE AS REQUIRED BY DESIGN.
5. THE PATTERN SHOWN DEPICTS THE MAXIMUM NUMBER OF STRANDS ALLOWED. THIS IS BASED ON THE CAPACITY OF TYPICAL CASTING BEDS.
6. THE TWO BOTTOM CORNER STRAND IN EACH STEM ARE OMITTED TO PROVIDE ROOM FOR THE SHEAR REINFORCEMENT BAR BENDS.
7. ALL PRESTRESSING STRAND SHALL BE 0.6" DIAMETER, UNCOATED SEVEN WIRE, LOW RELAXATION STRANDS CONFORMING TO AASHTO M203. THE ULTIMATE STRENGTH OF THE STRANDS SHALL BE 270 KSI.
8. ADDITIONAL STRAND TENSIONED TO A NOMINAL VALUE MAY BE ADDED TO THE TOP FLANGE TO SUPPORT THE TOP FLANGE REINFORCING.

REVISIONS			NORTHEAST EXTREME BRIDGE TEE NEXT F BEAMS		PRECAST/PRESTRESSED CONCRETE INSTITUTE NORTHEAST
NO.	DATE	DESCRIPTION	TYPICAL STRAND LOCATIONS		
1	3-19-09	CHANGED BEAM DESIGNATION			PCI WWW.PCINE.ORG
1	1-04-10	MODIFIED LOCATION OF TOP 4 STRAND			
			ISSUE DATE: 02-07-08		SHEET: NEXT F - 03



81-7

0263106

81-7

83.70 108

ELMIR

81-7
83.70
108



COA Meeting-August 14, 2017

As you probably all know, my father passed away on July 28th. I am so grateful for everyone's kindness and support throughout this difficult time. I am very fortunate to work with such lovely, caring people—the administration, other staff and colleagues and my senior center friends. Thank you!

Commission on Aging article ran on the front page of the August newsletter. Hopefully it will attract some new committee members.

We received notice of funding for the Making Memories Program from Senior Resources in the amount of \$14,665.00, effective October 1, 2017. We also received notice of funding for the Section 5310 grant from CTDOT to replace our 18 passenger bus which is slated for retirement. Funding totals \$67,000.00 with anticipated delivery date of July, 2018.

Farmer's Market Voucher Program was suspended due to the lack of the state budget being enacted. This came by memo from the State Dept. of Agriculture dated 7/7/17.

We've had a TVCCA related change in our meals. The Bistro Meals have been eliminated. It's my intention to see if we can add a day of Community Café to remain a 5 day per week lunch site. I have a meeting with the Director of the SNP ^(as of Sept. 1) ~~this week.~~
next

This month, the senior center is holding a Food Drive to benefit the Colchester Food Bank. We have heard that their supplies this summer are lean and we wanted to help out. High-demand items include cereal/breakfast foods, snacks, juice, canned pasta (Spaghetti's, etc.) and hand, body, laundry and dish soap. This may be an initiative that CoA could be of assistance.

Renter's Rebate season ends on October 1st. Energy Assistance will begin September 20th.

Attendance & Meals Served:

- Meals served in June: meals served on site: 193 MOW: 506 (Meals on Wheels)
- Monthly Transports in June: 824
- Monthly Attendance in July: 1430
- Active membership in July: 1053