

INFRASTRUCTURE COMMITTEE MEETING

Monday, September 28, 2015

MEETING MINUTES

Attending:

Councilor Dennis Marble, Chair

Councilor Stephen Wilde

Mayor David Ryder

Councilor Terry McAvoy

Councilor William Shakespeare

Town Manager Angus Jennings

Recreation Director Shelley Abbott

Public Works Director Sean Currier

Resident Tom Brann

Councilor Marble called the meeting to order at 6:03 p.m.

1. **MEETING MINUTES – 8/4/2015 Meeting** – *Motion by Councilor McAvoy, seconded by Mayor Ryder to approved the August 4, 2015 minutes. Unanimous (5-0) vote in favor.*
2. **OLD BUSINESS**
 - a. **Parking at Lura Hoit Pool and Soccer Field** – *Manager Jennings presented background information regarding concerns that have been raised about parking at the pool facility overflowing onto Western Ave. Parking demand tends to be greatest on Thursday evenings and Saturday morning to midday in the fall as a result of soccer programming. Manager Jennings reported that this parking overflow was especially acute on the first Thursday of fall youth soccer (Sept. 10), but has improved in the couple of weeks since then due to staff actions including additional “no parking” signage installed on the south side of Western Avenue; and placement of orange cones on the north side of the road at the Pool driveway, the crosswalk and Evergreen Drive to provide adequate separation of parking from pedestrian and vehicular access points to ensure sight distance. Manager Jennings reported on a recent meeting including DPW Director Currier, Recreation Director Abbott and Public Safety Chief Rogers. Chief Rogers reported that his officers have not expressed safety concerns regarding the current parking situation, since the noted changes. He has planned public safety staffing appropriately to ensure officer availability for scheduled events expected to draw many participants, such as a soccer tournament the weekend of October 3-4. One additional change that Director Abbott will make for the 2016 program brochure will be to omit timing for soccer programs from the registration flyer, but instead provide this post-registration once Recreation staff knows overall attendance to allow staff to stagger program start times to minimize parking shortages and overflow.*

Councilor Wilde noted that there are restrictions on addition of impervious surface to the site resulting from DEP regulations that prevent us from adding new parking spaces without DEP permitting approval. Director Abbott expressed concern about a concept plan to convert the volleyball court to parking because this public amenity receives use for its intended purpose, and reflects prior public investment. Mayor Ryder asked whether youth soccer programs could be run at the VFW Fields to reduce parking pressures at the pool site. Director Abbott responded that those fields are heavily used by Little League, and that the timing

would conflict with times needed for soccer programs. She discussed the option to run two soccer games at a time, rather than three (as is done now) in order to reduce the number of participants in each time slot, but indicated that in order to accommodate the same number of participants this would extend staffing hours.

Mayor Ryder asked whether soccer programs could be hosted at Dorothea Dix Park, especially non-game skills training that would be appropriate for younger kids.

Director Currier asked whether parking capacity is a concern at the VFW fields. Councilor Marble indicated that it's busy every now and then. Director Currier asked whether the former ice rink site (at the VFW fields) might be a viable site for additional field space, or parking. Councilor Marble suggested that staff continue to look into solutions to the field space and parking issues. Councilor McAvoy indicated that it would be impractical to make changes this fall, but that over the longer term he'd like to see the Recreation Department find other locations to program activities.

Mayor Ryder asked whether the VFW ice rink site should be explored as a potential field location. Councilor Marble indicated that this could be reviewed in the context of looking at parking and site utilization, generally, in the Town Center. Councilor McAvoy asked whether materials removed from catch basins during cleaning could be used as backfill on the ice rink site, and Director Currier indicated that this may be possible. Councilor Marble expressed support to explore alternative programming locations including the ice rink site and the VFW fields.

Tom Brann indicated that the old ice rink used to hold 4" of standing water. He noted that there is a lot of space between the VFW ball fields and Main Road. He asked whether the drainage swale north of the pool building could be buried to increase parking on that site. He indicated that the sand volleyball court was originally intended to be flooded and frozen in the winter to serve as an ice skating rink, but Director Abbott indicated that the valve required to do so had not been installed.

Councilor Marble requested a progress update from staff in a couple of months.

3. NEW BUSINESS

- a. **Request to use Recreation Clearing account funds – Shelley Abbott, Recreation Director – \$4,215.00 for Boiler Rooms Door Replacement at Skehan Recreation Center; and \$7,455.82 for purchase of replacement mower – Referral from Services Committee** – Director Abbott presented the results of her solicitation of multiple cost estimates for the replacement of boiler room doors at the Skehan Center, and recommended acceptance of the proposal from Exactitude in the amount of \$2,980 and to fund the purchase from the Recreation clearing account. Motion by Councilor Wilde, seconded by Mayor Ryder, to refer the matter to the Finance Committee with a recommendation to accept the Exactitude bid. Motion passed 5-0.

Director Currier presented the results of his solicitation of multiple cost estimates for the purchase of a replacement mower, and recommended acceptance of the

proposal from Hammond Tractor in Fairfield in the amount of \$4,500 (including trade-in value). Councilor McAvoy asked whether the mower would be used on non-Recreation property. Director Currier responded that it would be used primarily on Recreation property, including the Pool property, VFW, Ballfield Road, and the field behind the Skehan Center, and would also be used at Lakeview Cemetery. Councilor Shakespeare asked about the rationale of buying the mower now rather than waiting until spring. Director Currier responded that the current mower has logged 1,930 hours, and he wanted to preserve the value of the current mower for trade-in. Motion by Mayor Ryder, seconded by Councilor Wilde, to refer the matter to the Finance Committee with a recommendation to accept the bid from Hammond Tractor and to fund the purchase from the Recreation clearing account. Resident Tom Brann expressed his opinion that this matter reflects extreme micromanagement, and that the Council should be concerned with whether the lawns get mowed rather than the specifics of equipment purchasing. Motion passed 5-0.

b. DPW Director Project Updates

a. MS4 Stormwater Permit Compliance / Catch Basin Cleaning –

Manager Jennings provided background regarding the need for catch basin cleaning as part of the Town's MS4 permit requirements. He explained that, although this work is required during the current fiscal year under the terms of the permit, no funds were budgeted.

Councilor McAvoy said that it's important for the Town to stay on top of this issue. Mayor Ryder asked whether this work was something we have to do or something we should do. Director Currier replied that this is something we are required to do, and that it's the Town's responsibility to comply with the permit conditions. He expressed his goal of getting the work done in order to be able to address stormwater management issues (including catch basin cleaning) on a preventive basis rather than waiting until the catch basins have accumulated a lot of material.

Manager Jennings stated that he anticipates bringing forward a proposal to the Finance Committee and to the Council to fund this work, drawing from cost savings elsewhere in the FY16 budget, to allow the work to go forward this fall.

b. Route 1A/Main Road North sidewalks – Director Currier provided the Council an update on work that MaineDOT has programmed to resurface Main Road North and to add new sidewalks, anticipated in 2018. Director Currier had noticed that the sidewalk plans did not include widening of the bridge near the Water District and, without widening the bridge, sidewalks wouldn't be feasible. He had brought this matter to the attention of MaineDOT, and it appears that the state may revisit the design to potentially include this work. The Town would be responsible for a 10% share of construction costs for any such work.

c. Transfer Station "Swap Shop" – Director Currier provided background regarding the type of items that are sometimes left at the Swap Shop, including

at times hazardous materials such as discarded propane tanks. He reported that it takes a fair amount of staff time to clean up the Swap Shop after each weekend, and raised concerns regarding haphazard parking patterns, internal traffic flow issues and, in general, the amount of materials left in the Swap Shop that have no repurpose value and become junk that must be disposed of – sometimes incurring disposal costs – by the DPW. Mayor Ryder asked about staffing levels, and whether the Swap Shop could be monitored more closely. Director Currier responded that, with two people working, one is responsible for operating the compactors and the other is generally occupied, especially during C&D weekends. Councilor Shakespeare asked whether, if we continue to operate the Swap Shop, it could be relocated for improved visibility and management. Councilor Marble suggested that there may not be enough room within the fenced-in portion of the Transfer Station to do all that we're trying to do out there. Councilor McAvoy said that when the Swap Shop was first opened it was serving a purpose, but now it's not clear that it's functioning as the community resource it was intended to be.

Director Currier said that the fence can't be moved without a DEP permitting process, and that he'd look into this in more detail with the DEP.

Councilor Shakespeare provided a brief history of the Transfer Station, including stating that rules were adopted in 2003 to restrict trailers in an effort to keep commercial contractors from using the facility (which is intended for non-commercial residential use). The Council has previously said that a resident could use a dump trailer, but that the Council never updated the posted weight limit restriction. He expressed his opinion that the Council needs to get rid of the weight limits at the Transfer Station.

Manager Jennings recommended that the Transfer Station Rules and Regulations, and associated documents that communicate the rules to the public, be brought to the next meeting of the Council.

Councilor McAvoy said that the C&D operations should be on a future agenda, as he is alarmed by the amount (tonnage) of solid waste based on Hampden's population.

Mayor Ryder directed that the weight limit posted on the Transfer Station signage be addressed.

It was agreed that the Transfer Station Rules and Regulations, and associated materials, would be placed on the next Town Council agenda.

4. PUBLIC COMMENTS – None.

5. COMMITTEE MEMBER COMMENTS – None.

There being no further business, the meeting was adjourned at 7:50 p.m.

Respectfully submitted –
Angus Jennings, Town Manager