

PUBLIC WORKS COMMITTEE MINUTES (DRAFT)

Monday, May 22, 2023

9:00 AM

Town Hall - In Person

104 North King Street

1. Call to Order – 9am; JA, CS, MA; Staff – FW, AB, SG; D. Frank Hill, III
 2. Reading and approval minutes – April, 2023 – CS motion, second by MA, approved.
 3. Visitors – See reports below.
 4. Public Comment – None.
 5. Unfinished Business
 - a. International Property and Maintenance Code-property maintenance report –
 1. 349 W. German St. - Violation notice – Work on house partly finished – Violation sent – Establishing ownership
 2. Violations – 205 E, German St. – To be resolved early summer or will proceed with enforcement.
 3. 103 Ray St. – Clutter – Improved, will continue to monitor.
 4. 332 W. German St. – Enclosure – Owner has asked for additional time for demolition. Committee would like proposal to demolish from contractor within thirty (30) days.
 - b. Trash in alleys-cleaning and contacting property owners and occupants about trash and grass Issues
 - c. Recycling Grant-Garbage truck (for glass) – Recycling Committee to review glass recycling program.
 - d. Glass Recycling – Glass drop-offs in Town are increasing. Recycling Committee to review glass recycling program.
 - Washington Street-partly paved and improved – Handicap Corners to be installed before paving – Spring – Corners are completed – on schedule to pave, 2023
 - German Street - pave Princess to Mill Street – going East – work planned for 2023
 - Re-do Crosswalk decals – Partly completed
 - Inspect German St. at crossing of “Town Run” – Bridge Crew to assess – no report.
- Travis Ray has not responded to letters. DOH to inspect areas 5/23.
- e. Sidewalk Survey – On-going repair work. Letters to be send out for red and yellow areas. Committee to inspect house on High Street (Dr. Al-Salah?). Sidewalk repaired, but grass strip between sidewalk and roadway has been removed and replaced with gravel for parking purposes.
 - f. FEMA Study – To be completed by Sept. 1, 2023.
 - g. Market House – Lease being drafted and approved. Contractor estimates are coming in.
 - h. Stormwater – St. Agnes Catholic Church + Shepherd Village – Awaiting grant decision.
 - i. Mill St. to Princess St. – Request from Allen Meske – open backyard access:

Ms. Meske, with several other neighbors present, reported that there is an area of land along their backyards with unknown ownership. The property has trash and abundant wildlife and needs to be cleaned up. It is either privately owned or an alley / access owned by the Town.

Mr. Hill, based upon his preliminary research, reported that the area was not owned by the Town. Group will do more research, will keep on Agenda until they report back.

j. "Tonic-Herb Shop" – Bench request:

Ms. Cesare requested that they be permitted to place a bench outside store. There is adequate space for a bench to stay ADA compliant. She presented the bench design, without objection.

The Committee has no issues with this bench.

k. Directional Signs

l. 218 S Duke St. – Purchase Easement:

Owners (names?) have asked the Town sell them an easement strip that separates their two (2) parcels. See attached Plat. They have maintained this area, and the desire to have just one (1) tax parcel. This area does not provide access. FW – this request was made before and turned down as this area could provide utility access. Committee to research.

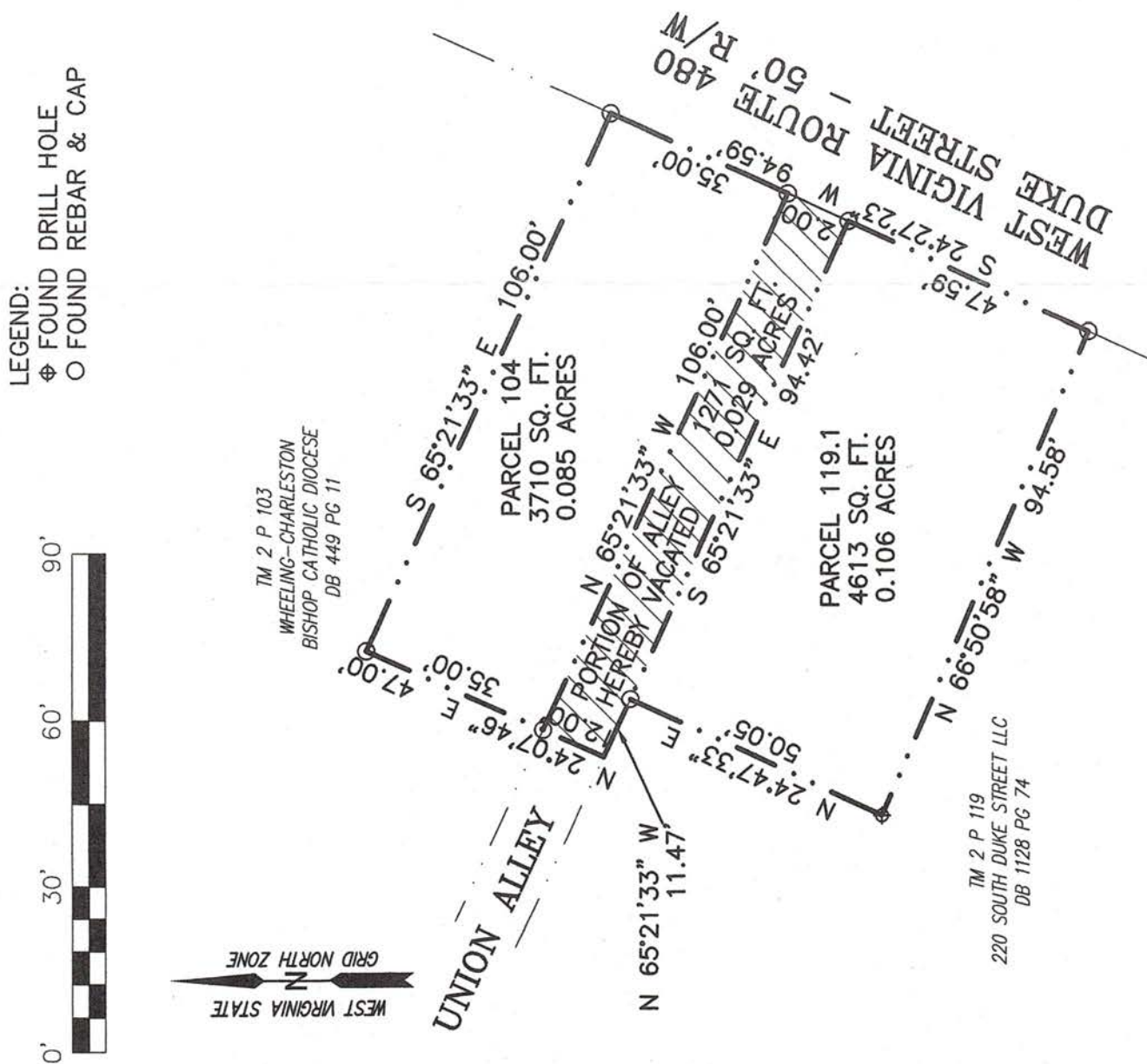
6. New Business

a. Sidewalk reimbursement at 202 E. High Street - \$1,100.00 have been approved, check to be sent.

7. Mayor's Report:

a. Bike Path – Mr. Ayraud and Ms. Spatig reported that the bike route and directional signs have been approved by the Parks & Rec Committee. See attached Route. Chief King to review route for safety issues. Committee to research. Does the State need to approve directional signs?

8. Adjournment: CS motion to adjourn, approved.



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Line 12