



**Site Visit Minutes**  
**Friday April 5, 2024**  
**12:00 P.M.**

**New Milford Public Works Facility**  
**6 Young's Field Rd.**  
**New Milford, CT 06776**

**Present:**

Oley Carpp, Corporation Chairman  
Jack Healy, Public Works Director  
Mike Boucher, Highway Foreman  
Liba Furhman, Corporation Member  
John Carroll, TRC Companies  
Jonathan Gentile, TRC Companies

Dan Noll, Labella PC  
Jason Fernet, SLR Consulting  
Kyle Gearwar, Fuss & O'Neill  
Andrew Schott, GeoQuest  
Sarah McKenzie, GeoQuest  
Jill Coolbeth, Recording Secretary

**1. Introduction**

Mr. Oley Carpp, Corporation Chairman, introduced himself and thanked attendees for coming. He stated all information presented at the meeting will be posted on the Corporation website. Questions will not be answered at this meeting and should be written to Alexander Carpp at [gocarpp@gmail.com](mailto:gocarpp@gmail.com).

**2. Purpose of the Site Visit**

Mr. Carpp explained that the purpose of the Site Visit was to give prospective bidders an opportunity to view the area outlined in the grant. He expressed the grant's purpose to include Phase I, II, and III assessments as appropriate, and a remedial action plan.

Mr. Carpp introduced Mr. Boucher, DPW Foreman, and asked him to review the relocation plan for the DPW facility. Mr. Boucher explained that the DPW has outgrown this facility, which was built in the 1940's, and needs larger accommodations. The plan is to move DPW to the former Century Brass location on Scovill Street in New Milford. The goal is to leave the site within three years pending zoning, and inland/wetland permitting, as well as funding the build of the new facility.

**3. RFP schedule:**

Mr. Carpp reviewed the RFP schedule as follows:

Deadline for Questions:	April 15, 2024
Deadline for Receipt of Proposals:	April 29, 2024
Opening of Proposals:	April 29, 2024
Finalist Interviews:	May 23, 2024
Contract Awarded by Corporation:	May 28, 2024
Tentative project completion date:	January 31, 2025

#### 4. Site Walk

Mr. Boucher led the tour of the DPW facility and began with Building #5, the newest building, which was built in 1975, and is 4,800 sq ft. The building houses the administration offices, and the garage where the mechanics work on vehicles.

The tour then led to Building #4, which is the welding bay. It was built in 1960, and is 3,024 sq ft. The building also has several garage bays.

Mr. Boucher walked the group through the Braeden Building, which was built in 1942 and was one of the oldest buildings at the location. The Braeden Building is 4,000 sq ft and is used for storage. He noted that the flooring had not always been concrete, and there is no weatherproofing. He pointed out that the building had run out of storage space and was using storage trailers and containers behind the building.

Attendees next toured Building #3, which was built in 1960, and is 1,728 sq ft. It is used for truck storage and is the DPW's most basic building. Mr. Boucher stated that the entire facility is on city sewer and does not use a septic system.

Mr. Boucher led members through Building #2, which was built in 1942, and is 4,800 sq ft. He stated there used to be a well at that facility that was capped years ago. Building #2 is used for truck and sign storage. This building has a working water and electric connection. Outside of Building #2 was the brine making machinery and the former septic system was located there and still has manhole access. This septic system is no longer in use. He stated that when the water hydrant in the rear of the building was used, the facility had no water.

Attendees toured Building #1, which was built in 1940 and is the oldest building. It is 5,312 sq ft. The fuel station is located behind the building and has above ground fuel tanks. There is a break room upstairs, as well as the highway offices, and some storage space in the attic. There is also truck storage in this building.

Mr. Boucher led the group up to the storage yard behind Building #1. He stated there was an old railway turntable buried in the ground that was previously a train yard. The yard contained miscellaneous outdoor equipment storage and winter sand storage.

Mr. Boucher stated that the lot next to the DPW facility is not town owned and is owned by an oil company. The oil company previously filled their trucks there.

Attendees asked to visit the Facilities building as well as the Recycling Center.

Attendees walked through the Recycling Center, which is an outdoor location, with only a small security office at the entrance.

Mr. Boucher showed attendees the wash bay used for the DPW trucks located between the Recycling Center and the Facilities Building. He said it was previously used for salt storage. The Facilities Building contains offices, a breakroom, and bathrooms as well as a few garage bays.

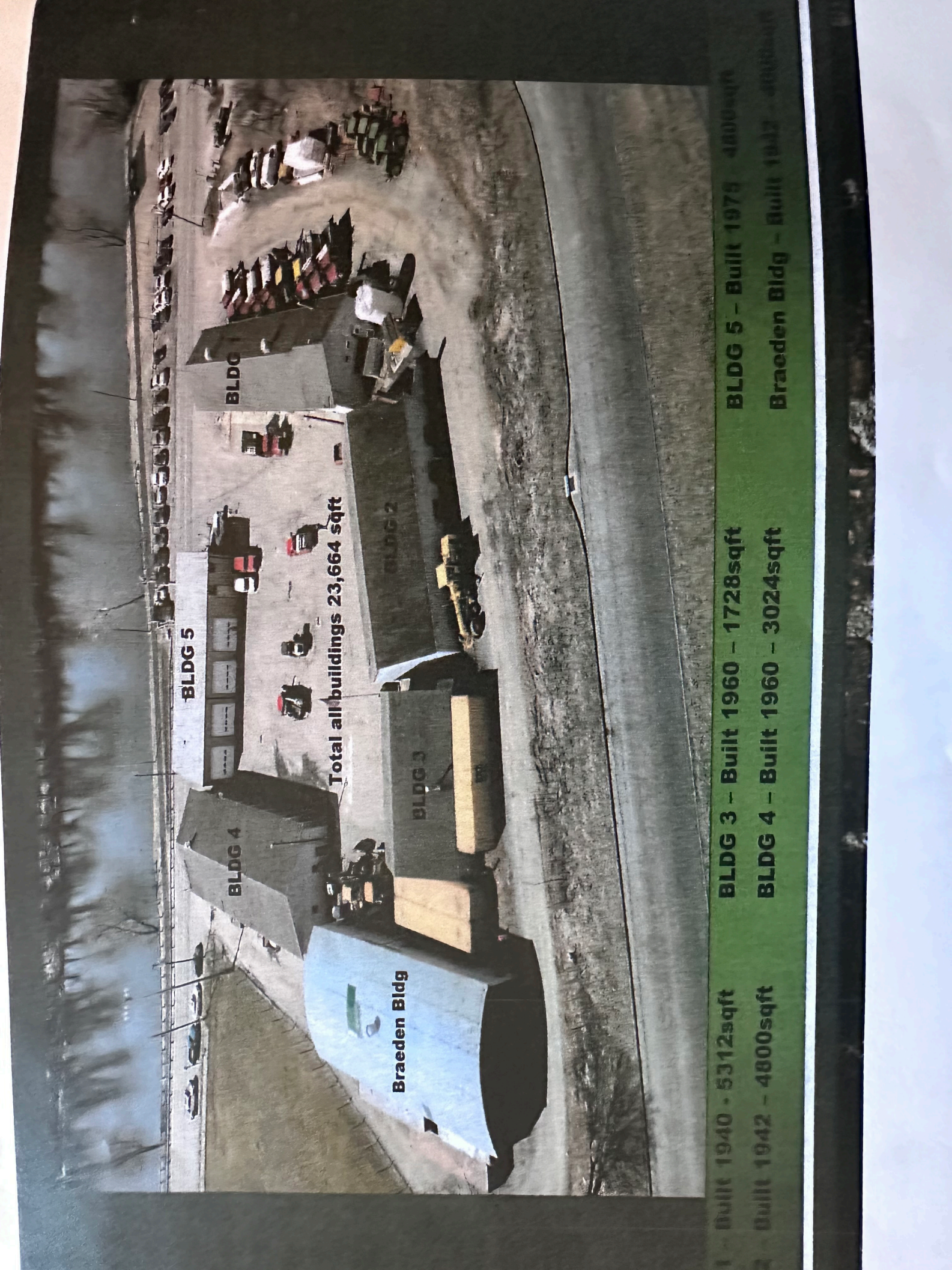
The Pipe Storage Area is across the street, to the north of the Facilities Building. There are no buildings. The area is used for drainage pipe, catch basin and other material storage. There is a creek along the north side of this location.

One of the first goals of the Riverfront Revitalization Project is to clear this lot and make it a town park.

The site visit having been completed, Mr. Carpp thanked everyone for coming and stated questions can be submitted until April 15, 2024. The tour was adjourned at 1:03 pm.

Respectfully submitted,  
Jill K. Coolbeth

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Recording Secretary



**BLDG 5**

**BLDG 4**

**BLDG 3**

**BLDG 2**

**BLDG 1**

**Total all buildings 23,664 sqft**

**Braeden Bldg**

**1 - Built 1940 - 5312sqft**

**2 - Built 1942 - 4800sqft**

**BLDG 3 - Built 1960 - 1728sqft**

**BLDG 4 - Built 1960 - 3024sqft**

**BLDG 5 - Built 1979 - 4000sqft**

**Braeden Bldg - Built 1942 - 4800sqft**