



## **PUBLIC WORKS**

*Photo by Amelia Ingraham,  
Winner of Youth Fall Category,  
300<sup>th</sup> Anniversary Photo Contest.*

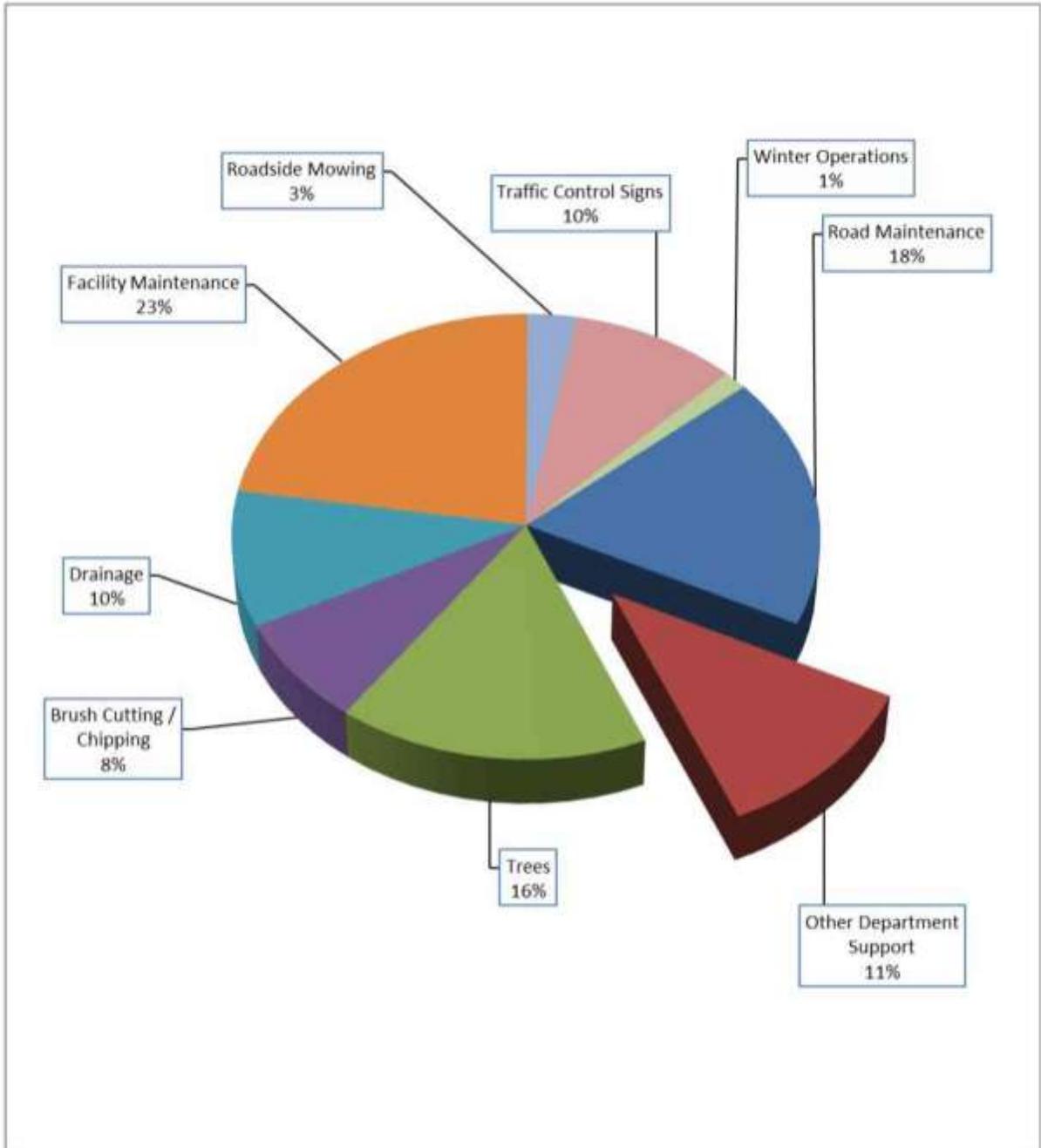


# about us ...

<u>Job Title</u>	<u>Employee Name</u>	<u>Years of Service</u>
Director .....	David R Gofstein .....	<1
Supt. Of Operations .....	Doug Reese .....	1
Administrative Secretary .....	Donna Wrubel.....	19
Lead Mechanic .....	Daniel Caron .....	29
Mechanic I .....	Erik Johansen .....	9
Mechanic's Helper .....	Robert Maxwell .....	8
Facility Maintainer II .....	Monica Bragdon.....	23
Facility Maintainer I .....	Michael Mangiafico.....	13
Public Works Maintainer I.....	Todd Rychling .....	11
Equipment Operator.....	Clifton Labrec .....	26
Truck Driver.....	Joseph Deslauries .....	44
Truck Driver.....	Gale Hoyt.....	29
Truck Driver.....	Richard Watts.....	23
Truck Driver.....	Charles Harakaly.....	14
Truck Driver.....	Rick Landry .....	13
Public Works Maintainer I.....	John Hoffman.....	11
Public Works Maintainer I.....	Lee Davey .....	8
COVRRRA.....	John Remes .....	<1
Town Engineer .....	Todd Penny, P.E. ....	4
(Office at Town Hall, 1712 Main Street)		
WPCA Technician .....	Mike Reuf .....	3
(Office at Town Hall, 1712 Main Street)		

**Facility Location: 100 Olsen Farm Road**  
**Telephone: (860) 742-6588**  
**Fax: (860) 742-5467**

**Business Hours: Monday – Friday 7:00 a.m. until 3:00 p.m.**



Labor Distribution, Field Operations



Although most people would prefer not to mention it, our department's highlight had to be the seven days without electricity, and the four month clean up from storms Albert and Irene.

Done entirely with town forces, the combined storm cleanup was acknowledged by DEEP to be a model of disaster debris management.



Coventry Public Works, Police, Fire, EMS, Emergency Mngement,and other Town Management worked continously for days to coodinate recovery response and cleanup efforts.



Despite having the treasure map, we dug and we dug and we dug. We used our metal detector, and dug some more. The time capsule we are trying to find for our 300<sup>th</sup> anniversary was very elusive.





Contractors on the Football Field Project at Miller Richardson park pick stones while Operations Superintendent Doug Reese takes his turn on the mower, in preparation of Fall 2013 opening.



44-year town employee Joe Deslauries (standing below) watches a crew change out a sweeper main broom. Joe retired in early July, 2012.





Charlie Harakaly, Rich Watts and Rick Landry lay erosion control over a regarded section of Patriots Park.



Public Works Director David Gofstein and volunteer John Twerdy (left) set the base stone which will become the future perch of Nathan Hale.

The Town's newest truck became a celebrity for a while, appearing in several trade shows as the centerpiece in the main display. CPWD #9, a 2012 International 7400, is assigned to Rick Landry.



In between other projects done in part to a light winter, DPW forces assembled bleachers for the Football fields at Miller-Richardson park, allowing the funds saved to be recycled back into the project.



Other projects done this winter season included this snow plow mount for the town's wheel loader, built entirely out of bits and pieces by Lead Mechanic Dan Caron.

CPWD Staff have been cross trained to assist with preventive maintenance at WPCA.





Maintainer Todd Rychling works on one of the school properties.

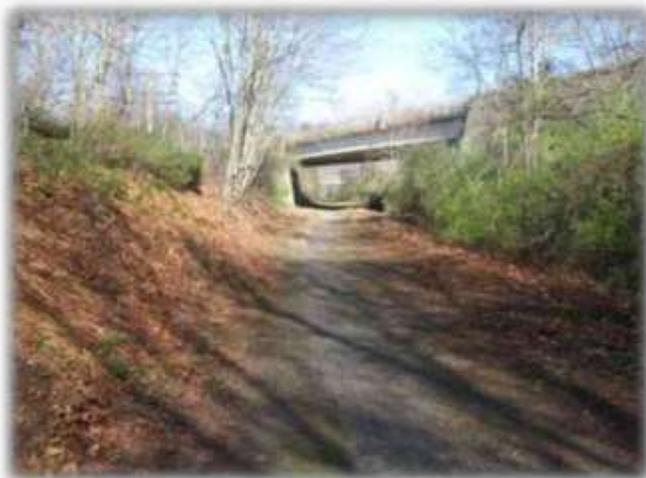
Charlie Harakaly with Mike Mangiafico, clean a catch basin.





The southern part of the Hop River Trail received a major clean up.

This involved clearing and leveling



and trying to "lose" all the organic material so as to keep the natural balance.



A department goal this past year was to raise the standards of maintenance on our athletic fields.

Skinned areas were carefully cut out ...





Then raked and rolled ...

All put into effect after careful inventory, planning, soil sampling, and cultural practice review.



Of course, the highlight of our year involved our new home, as the department moved from a quaint historical but totally inadequate building in the village, to a modest but state of the art building in the geographic center of town.



Although not finished, we held the Town Energy Fair here in November of 2011, and gave a sneak preview.

We began moving in mid December, and held the actual ribbon cutting in February.









We're still looking for the Time capsule, by the way.



Using the State Historian and underground penetrating radar, we are still unable to locate it.



Photographs by David Gofstein

Formatting and Editing by Donna Wrubel

# **BUILDING DIVISION**

## **PERMITS/INSPECTION AND CODE ENFORCEMENT**

The Coventry Building Department is the source of building, septic, well and Health Department information and is the satellite office for the Eastern Highlands Health District. Individual property files are kept in this office in street files. Pending applications as well as closed out permits are stored in these files.

The Building Official and Assistant Building Inspector review applications and plans submitted to determine code compliance. Permit Technicians check submitted applications for proper licensure, registration and workers' compensation insurance if applicable. The review process for permit applications by the Building Official is started after approval by the Sanitarian, WPCA Technician, Zoning Agent, Wetlands Agent and Town Engineer if applicable. Commercial, Public and Industrial plans are also reviewed by the Fire Marshal for compliance with the State Fire Safety Code. Applicants are notified by the office technician when approvals are completed. Permits are processed and issued upon payment by the applicant. Field inspections are scheduled daily on projects under construction to ensure compliance with the approved plans and the 2005 Connecticut State Building Code as amended by supplements and the Connecticut General Statutes. Certificates of Occupancy, Use and Completion are issued upon approval of the final inspection that has been requested by the permit applicant or owner of the property.

The Building Official acts upon complaints from the public regarding structural safety, egress issues, accessibility and general code provisions that may be in question. Storm damage and post fire inspections are completed to determine the status of structures and dwellings in regards to continued use, or the need for posting unsafe or condemned status due to extensive damage. These inspections and orders are completed and issued to protect the health, safety and welfare of the occupants and property owners. Guides providing details on how to file an application and what types of information need to be included are available on permit packets.

Our Permit Technician, Brenda Bennett transitioned into a new Town Hall position in August 2012. Many thanks go out to her for her hard work and dedication in helping our customers and contractors. Please be patient with us as we work to fill her vacancy. At that time, please feel free to welcome our new addition to the Land Use family. Brigit Tanganelli is still at the helm to assist in Building Department matters as the permit technician and provides assistance to the Building Official, Fire Marshal, Sanitarian and the Building Code Board of Appeals. Building files are maintained daily to provide current up-to-date information to town departments and the public. Statistical information is forwarded to Government agencies and the Census Bureau. Receipt books and building reports are updated regularly to assist the auditors review and create monthly, quarterly and yearly reports.

### **RESIDENTIAL ACTIVITY**

The issuance of fourteen (14) permits for both single family dwellings and completion of dwelling units in the Kenyon Falls Condominium project have kept the department busy this year. Many of our surrounding towns experienced little to no new construction activity.

**NEW HOMES ISSUED CERTIFICATE OF  
OCCUPANCIES 2011-2012 FISCAL YEAR**

<b>ADDRESS</b>	<b>DATE</b>
28 Armstrong Rd C-15	7/13/2011
28 Armstrong Rd C-18	7/13/2011
20 Forest Hills	8/2/2011
791 Goose Lane	8/31/2011
66 Beebe Farms Rd	9/19/2011
187 Carpenter Rd	10/3/2011
28 Godiva Ln	10/3/2011
348 Hannah Ln	10/13/2011
165 Carpenter Rd	10/20/2011
75 Frederick Dr	4/5/2012
20 Beebe Farms Rd	4/5/2012
28 Armstrong Rd Unit C-21	5/31/2012
721 Babcock Hill Rd	5/31/2012
133 Carpenter Rd	6/21/2012

**COMMERCIAL PROJECTS**

An addition and new deck were built at the Bidwell Tavern at 1260 Main St. which provided additional bathrooms and dining space for their patrons. Renovations were completed for the opening of Francesca’s Bistro on Daly Road. An expansion of Memories Too Antiques at 2208 Boston Tpk. occurred. An interior renovation was completed at the CVS Minute Clinic on Main Street to meet ADA standards. The Nathan Hale Homestead at 2299 South St put an ell addition onto their main building to allow for handicap accessible restrooms and a new mercantile. Multiple upgrades have been instituted at the Channel 3 Kids Camp on Times Farm Rd. to include handicap accessible ramps, a conversion of counselor housing into new offices and an addition and renovation of the health building.

**TOWN PROJECTS**

- The Department of Public works facility on Olsen Farms Rd. has been finalized.
- The new North Coventry Fire Department was completed as well as repair work to the Fire House Substation on Merrow Rd..
- Removal and replacement of school roofs at G.H. Robertson, Coventry Grammar School and Capt. Nathan Hale were finished.
- A new shed with viewing platform is underway at Miller Richardson Park.

**SEWER PROJECT**

A total of seven (7) venting inspections were approved for sewer connection work to proceed. Many of these connections required new drainage in basement and crawl spaces.

**BLIGHT INSPECTIONS**

Blight meetings have been attended monthly, along with site visits and notifications sent out. We are currently working with several property owners to close out complaints.

**CERTIFICATES OF OCCUPANCY, USE AND COMPLETION ISSUED**

The total number of certificates issued this fiscal year is 454.

## INSPECTIONS

The Building Official and Assistant Building Official conducted 1624 inspections.

## CONTINUING EDUCATION

The Building Official completed twelve (12) hours of continuing education towards the previous 3 year cycle of training and nine (9) hours of continuing education were attended towards a new 3 year cycle requiring 90 hours of training.

## TECHNOLOGY IMPROVEMENTS

View Permit is our permit tracking system used in the Building Department. Through this system, we have continued to receive on-line permits from contractors and home owners for express permits. This past year we took in 69 on-line permits.

<u>Permit Types</u>	<u>2007-2008 ANNUAL TOTALS</u>	<u>2008-2009 ANNUAL TOTALS</u>	<u>2009-2010 ANNUAL TOTALS</u>	<u>2010-2011 ANNUAL TOTALS</u>	<u>2011-2012 ANNUAL TOTALS</u>
Houses only	31	17	29	24	18
Foundation only	29	30	29	24	23
Condominiums	0	0	5	2	0
Commercial Bldg/Renov	28	36	13	11	6
Industrial Bldg/Renov	0	0	2	0	0
Public Bldg/Renov	12	6	13	12	2
Additions	36	33	30	20	20
Garages/Carports	10	14	15	18	10
Sheds/Barns	39	40	39	37	47
Decks/Porches	40	31	37	34	32
Pools	14	7	8	24	11
Demolition	14	26	14	7	10
Woodstove	57	108	55	50	55
Miscellaneous	5	14	38	97	51
Renov/Repair/Alter	187	174	197	158	145
Plumbing	69	73	94	81	41
Heating	162	138	157	118	143
Electric	160	180	184	138	186
<b>TOTAL PERMITS</b>	<b>893</b>	<b>927</b>	<b>959</b>	<b>855</b>	<b>800</b>
<b>PERMIT VALUE FEES COLLECTED</b>	<b>\$14,782,086 \$183,144</b>	<b>\$9,919,607 \$133,237</b>	<b>\$12,935,341 \$175,516</b>	<b>\$12,735,401 \$127,392</b>	<b>\$13,623,161 \$134,461</b>
<b>ZONING Permits Fees Collected</b>	<b>196 \$11,900</b>	<b>176 \$10,325</b>	<b>200 \$1,250</b>	<b>194 \$11,500</b>	<b>168 \$9,360</b>
<b>Certificate of Completion</b>	<b>144</b>	<b>207</b>	<b>188</b>	<b>230</b>	<b>400</b>
<b>C/O's - New Homes/Condos</b>	<b>45</b>	<b>33</b>	<b>21</b>	<b>27</b>	<b>14</b>
<b>C/O's - Other</b>	<b>135</b>	<b>145</b>	<b>127</b>	<b>86</b>	<b>40</b>

## COVENTRY CEMETERY COMMISSION

### Cemetery Commission Members

Sherry Chapman, Chair  
Deborah Blakeley  
Thomas Boudreau, Secretary  
Mike Griswold  
Linda Pagliuco  
**Treasurer** Beth Bauer

### Town-owned Cemeteries

Carpenter Cemetery, Silver Street  
Coventry Cemetery, Main Street  
Grant Hill Cemetery, Grant Hill Road (AKA Minister's Hill,  
North, Strong, or Flint Yard Cemetery)  
Nathan Hale Cemetery, Lake Street  
Old South Burying Ground, South Street (AKA South Street, Holy Grove or South Yard, Wright's Mill  
Cemetery)



### Function

The function of the Cemetery Commission is to control, manage, maintain and direct the acquisition, apportionment, use, and disposition of all town-owned cemetery properties and their appurtenances, including land, plantings, buildings, and equipment related to them.

### Summary of Service and Highlights (July 1, 2011-June 30, 2012)

- After significant historical research, expert advice and input from the public, the Commission established the names of the ancient cemeteries under its management.
- The Commission installed an entrance sign at Coventry Cemetery.
- The Commission purchased and oversaw the installation of iron fencing at the entrance of Coventry Cemetery.
- The Commission submitted the Nathan Hale Cemetery self-guided walking tour as one of the official *Walktober* events to be held in October.
- The Commission took preliminary steps to develop an expansion plan for Coventry Cemetery.
- The Commission began compiling information to develop a self-guided walking tour of Grant Hill Cemetery.
- The Commission sold a total of twenty-four lots, and oversaw twelve full burials and eight cremation burials.
- The Commission oversaw the repair of four ancient headstones.
- Commission member Mike Griswold resigned from the Cemetery Commission, and Linda Pagliuco was appointed as a new member of the Commission.
- The Commission oversaw general landscape and maintenance in all town-managed cemeteries.