



PUBLIC WORKS

*Above: Rainbow over the Public Works facility.
Photo by Donna Wrubel.*

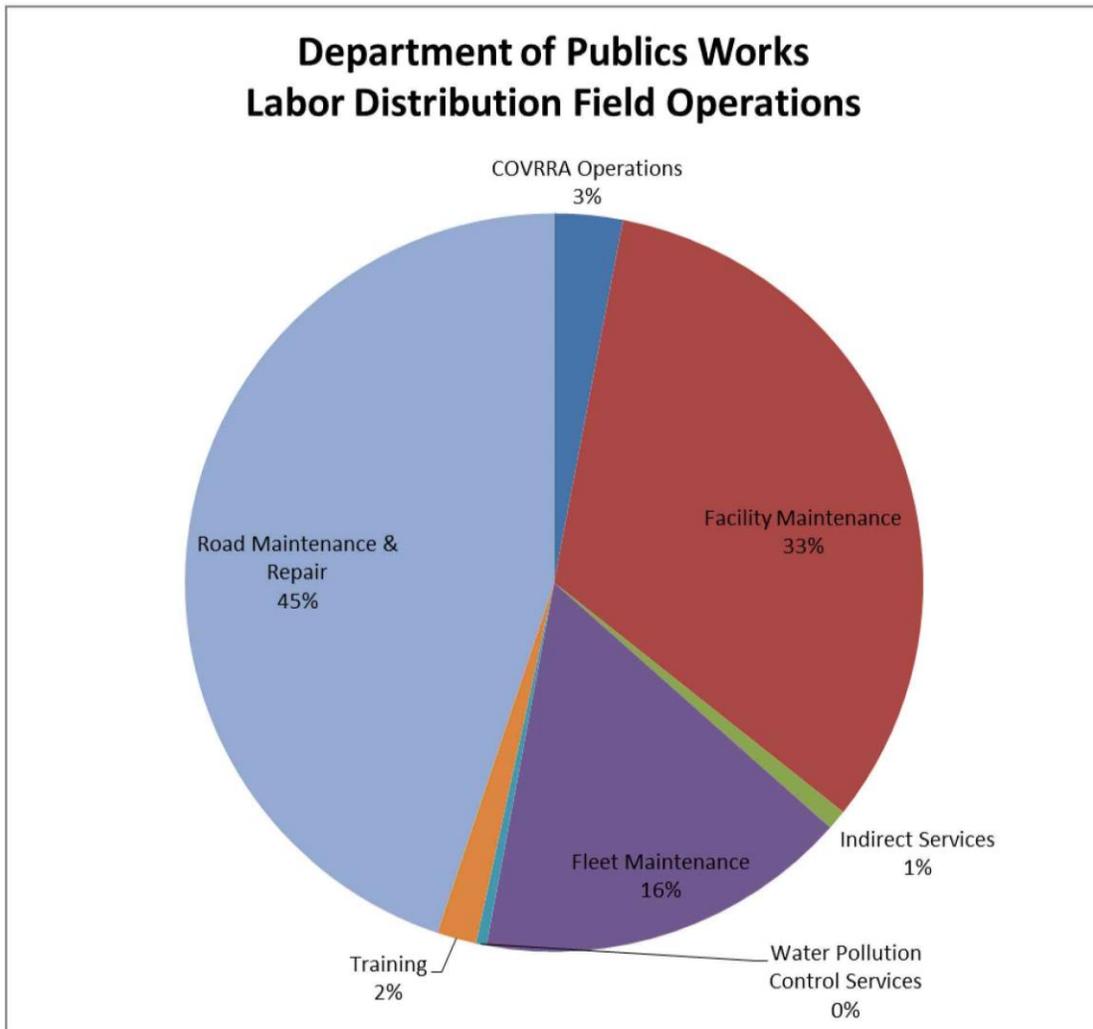
about us ...

<u>Job Title</u>	<u>Employee Name</u>	<u>Years of Service</u>
Director	David Gofstein	2
Supt. of Operations	Doug Reese	3
Administrative Secretary	Donna Wrubel.....	21
Lead Mechanic.....	Daniel Caron	31
Mechanic I	Robert Maxwell	10
Mechanic I	Jeremy Rooke.....	<1
Equip Op/Crew Leader	Clifton Labrec	28
Facility Crew Leader.....	Monica Bragdon.....	25
Equip Op/Crew Leader	Charles Harakaly.....	16
Facility Maintainer I	Michael Mangiafico	15
Public Works Maintainer I.....	Todd Rychling	13
Public Works Maintainer I.....	Lee Davey	10
Public Works Maintainer I.....	Daniel Smith	1
Truck Driver.....	Gale Hoyt	31
Truck Driver.....	Richard Watts.....	25
Truck Driver.....	John Hoffman.....	13
Truck Driver.....	Erik Johansen	11
Town Engineer.....	Todd Penney	6
(Office at Town Hall, 1712 Main Street)		
WPCA Technician	Michael Ruef.....	5
(Office at Town Hall, 1712 Main Street)		

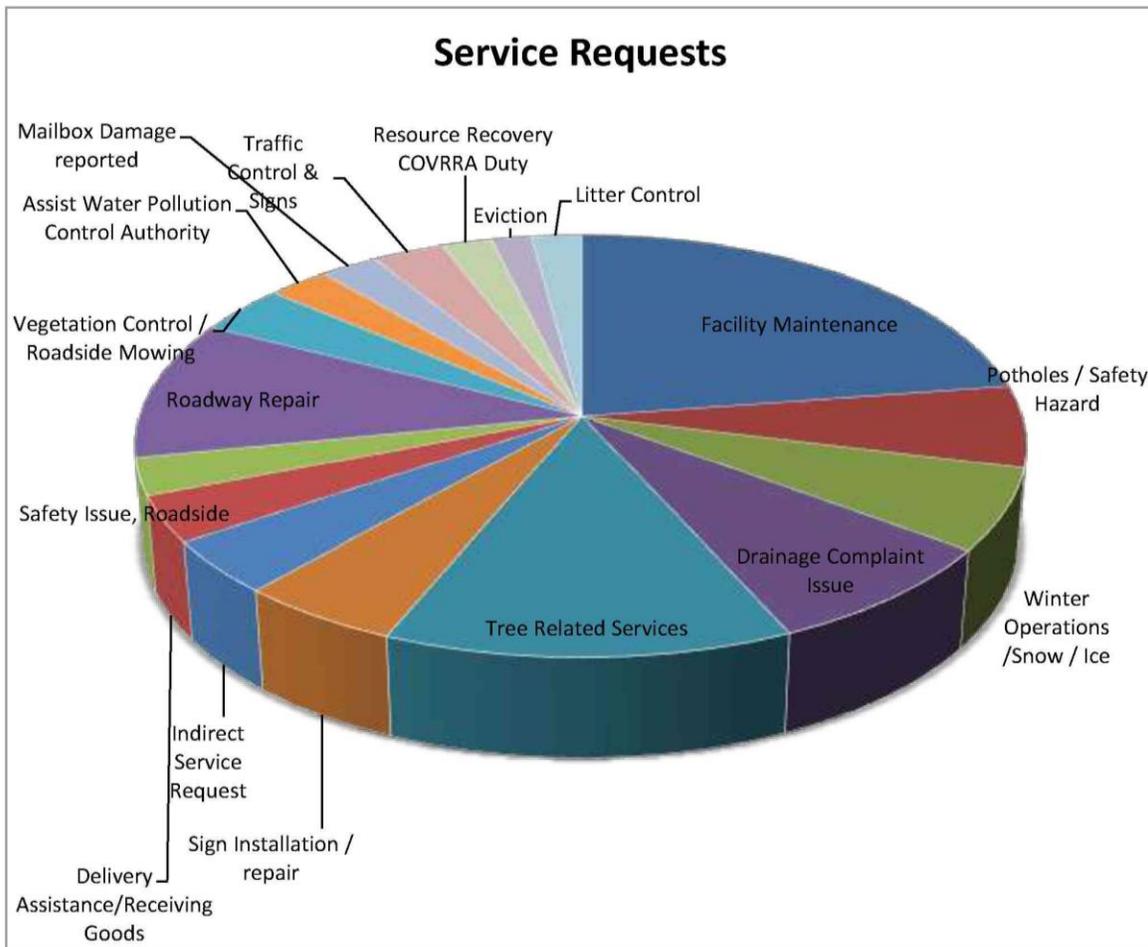
John Hoffman was promoted from Maintainer I to Truck Driver 09/16/13. Erik Johansen made a lateral move from Mechanic to Truck Driver 09/16/13. Bob Maxwell was promoted from Mechanic’s Helper to Mechanic I 10/07/13. Jeremy Rooke was hired as Mechanic I 02/11/14.

Facility Location: 100 Olsen Farm Road
Telephone: (860) 742-6588 and Fax: (860) 742-5467
Business Hours: Monday – Friday 7:00 a.m. to 3:00 p.m.

The following is a chart showing the distribution of our man hours at the Public Works Department for this year. COVRRRA operations are the hours spent at the Transfer Station. Indirect services are those services provided to other departments in support of their mission.



The following is a chart showing the types of request for service that are received by this department during the course of a year. This chart does not include the routine maintenance of roads or facilities that are scheduled. This is only for requests for service from the public and other town departments.



This year's Annual Report, specifically the new equipment section, is dedicated to recently retired Director, Dave Gofstein. He knew what the department needed for equipment in order to move ahead and he pursued that goal with a passion. Dave realized that it is imperative that in today's high cost of labor that we must utilize our limited resources in the most time efficient constructive means necessary. By utilizing newer efficient equipment the men and women of the DPW are able to be more productive in their daily tasks. With Dave's leadership and knowledge we were able to obtain much needed new equipment as follows...



with trees like this in town . . .

We are glad we have a new 2014 portable Brush Chipper Bandit!





Also new this year a BigTex 20' Utility Trailer. This is a useful addition to the fleet because it allows us to haul two pieces of equipment at once.



Also new this year a 2013 Scag Turf Tiger. Purchased with this mower was bagger which allows us to pick up grass clippings as well as leaves.



Also new this year a 2014 Ford F-350 4X4 Pick Up Truck for the highway division. This truck has a plow as well.



Also new this year a 2014 Ford F-350 Dump Mason 4X4. This truck was purchased with a sander and plow.



Also new this year a 2013 Toro Groundsmaster mower. This was purchased with a leaf mulching kit. This piece does the big fields in town.





Also new this year a
2013 Bobcat
Toolcat
multifunction
machine which can
be useful all four
seasons.





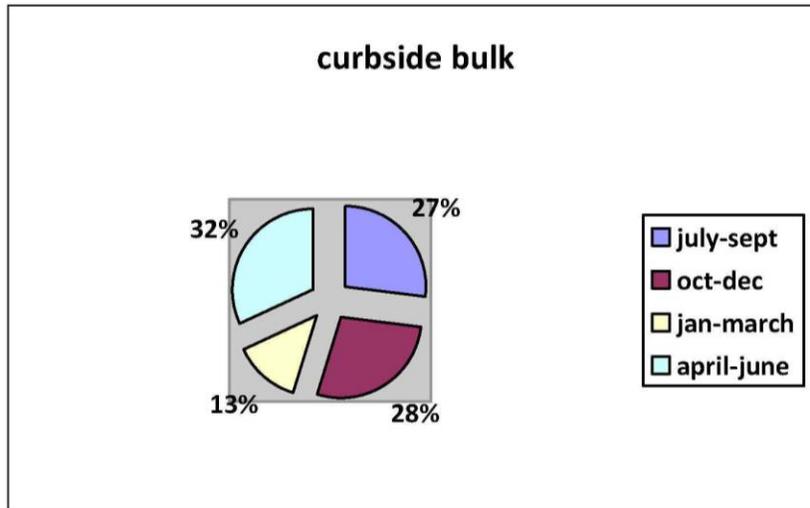
Also new this year a 2013 International Terrastar 4X4 Dump Truck. It is an all season body which we purchased with two plows as well. A standard plow and a V plow. The V plow can push deeper snow, such as drifting snow, with ease.



COVRRRA

Curbside Municipal Solid Waste and recycling services subcontracted to All American Waste chugged through the fourth year of a six year contract which began August 1, 2010.

This division is responsible for the Administration of the town's Municipal Solid Waste Program which includes: resident requests and questions, monitoring the monthly bulk curbside pickup program, managing the Transfer Station and the leaf composting area, attendance to Mid-NEROC and the local committee meetings, Quarterly and Annual Recycling Reports to State and coordinating information and concerns.

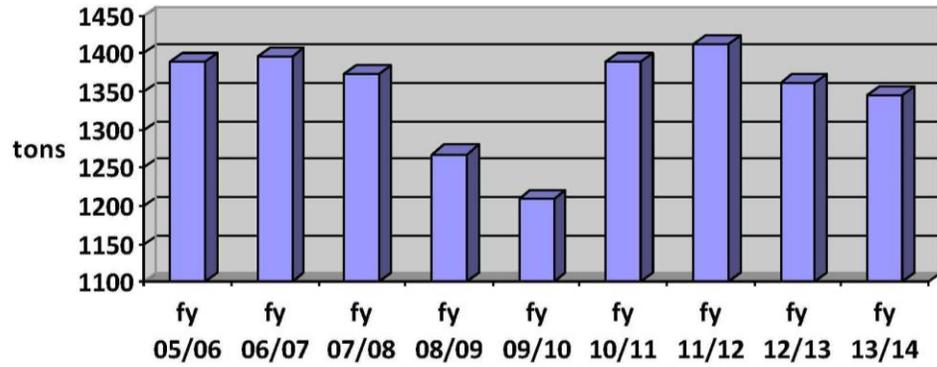


Curbside bulk 183.20 tons brought to Willimantic Waste. It makes sense that the winter months always seems to be less.

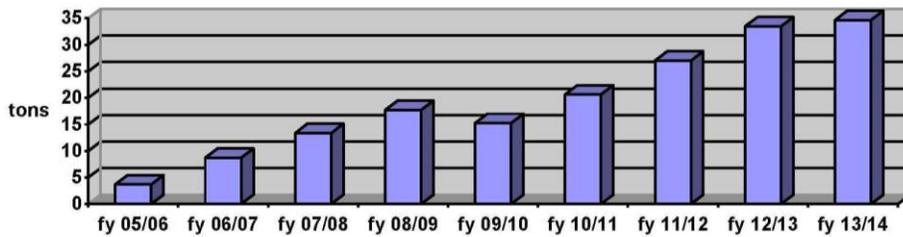
COVRRRA (continued)

This chart reflects Coventry's recycling rate for residential curbside recycling only. We start the chart with fy 06/07 when Waste Management was the town's hauler until April 07 when their name changed to All American Waste. In September 2008 All American Waste in conjunction with the upgraded CRRRA facility switched to single stream recycling pickup. In November 2010 the town made some changes to its Pay As You Throw program which brought about the swap from 14 gallon recycle bins to 65 or 95 gallon tipper carts.

recycling

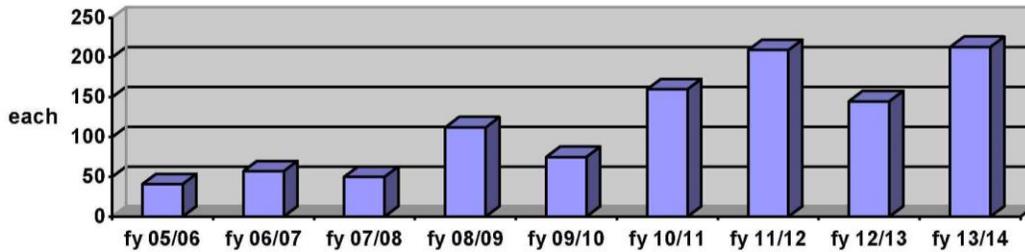


electronics recycled at transfer station



Tons of Electronics recycled at Transfer Station since November 2006.

freon recycled at transfer station



In June 2010 the town discontinued Freon and scrap metal curbside pickup. All Freon must be brought to the Transfer Station by residents. In the first quarter of fy 12/13 the Freon units were stolen from the transfer station.

TRANSFER STATION ANNUAL REPORT FY 13/14
MATERIALS RECEIVED

DATE	RECEIPTS	EWASTE	PROPANE TANKS	BULKY CD/STUMPS	SCRAP METAL	TIRES	LEAVES	FREON
Q1 July-Sept '13	\$7,185.32	443	38	120430	11840	13	0	71
Q2 Oct-Dec '13	\$4,996.95	469	28	90710	9605	9	148095	42
Q3 Jan-Mar '14	\$2,367.30	348	14	38950	5260	2	585	31
Q4 Apr-June '14	\$6,225.80	541	37	105780	18795	26	5805	83
Annual Totals (each or lbs.) tons	\$20,775.37	1801	117	355870 177.935	45500 22.75	50	154485 77.2425	227

MATERIALS TRANSFERRED

	Q1 JULY- SEPT	Q2 OCT- DEC	Q3 JAN- MARCH	Q4 APRIL- JUNE	ANNUAL TOTALS
Willi Waste - Bulk (cd) ton	75.46	5.81	42.95	81.93	206.15
Willi Waste - Bulk (brush) ton	16.32	0	0	16.5	32.82
Willi Waste - Recycling (metal) ton	16.87	0	6.01	17.68	40.56
Interstate Refrig-CFC removal units	0	125	0	88	213
Metech Recycling - electronics lbs.	15757	19515	11089	8788	55149
Take2 Recycling - electronics lbs.	0	0	0	14174	14174
Rindge- propane tanks - each	0	0	0	65	65
Bob's Tire - each	0	0	0	25	25

WATER POLLUTION CONTROL AUTHORITY
ANNUAL REPORT July 1, 2013- June 30, 2014 (FY 2014)

Members: Matthew Twerdy, (Chairman), Richard Brand (Vice-Chairman), Lyndon Wilmot, Susan Jamaitus, and Daniel Murphy.

The Water Pollution Control Authority (WPCA) of the Town of Coventry was created March 17, 1980 pursuant to Section 7-246 of the Connecticut General Statutes. The Town Council appoints the five (5) members to two-year terms. The WPCA is responsible for the effective management of the public sewer system.

The Town's existing sewer service area currently includes approximately 1000 properties, and of those about 120 homes have sewers available but are not yet connected. The sewer service area extends around Coventry Lake (with the exception of Cheney Lane and Hemlock Point), along Route 31 from Ripley Hill Rd down to the Wastewater Treatment Plant (WWTP), and throughout most of the Coventry Village area. The collection system is approximately 16 linear miles in length, includes 48 town-owned residential grinder pumps, and 2 major pump stations.

The WWTP is located off Route 31 behind the Coventry Cemetery, adjacent to the Willimantic River. The 200,000 gallon/day capacity WWTP consists of primary treatment and rapid infiltration beds and has been in operation since February 1987. The WWTP is at approximately 69% capacity treating an average 138,000 gallons/day.

- Sewer Expansion Feasibility Study by WMC Engineers: we received an acceptance letter from CT DEEP for the report we submitted in August of 2013 which closes out the \$35,262 grant we received. We are continuing to work with DEEP to bring closure to the study.
- Sewer Connections; we are continuing to work with the Town Attorney and residents to get everyone hooked up without the need for expensive court proceedings.
- We have been inspecting the sewer easements to ensure they are accessible to maintenance vehicles. The Public Works Department cleared the severely overgrown easement between Mason St. and Bradbury Lane.
- We worked with Zylem/Godwin Pump Co. to create contingency plans for the Treatment Plant and both pump stations. They sized pumps, valves, and fittings for each location so if we ever have a catastrophic pump failure they can respond within 1-2 hrs and provide emergency bypass pumping to avoid sewage overflows.
- We held a tour of the Wastewater Treatment Plant in cooperation with The Last Green Valley's 2013 Walktober event. The tour was a success with 8 residents in attendance including a member of Town Council. If anyone is interested in a tour of the facility please contact Mike Ruef at mruef@coventry.org
- Our contract for sludge removal expired so we made some improvements and went out to bid for a new 3 year contract. It took some work but an alternative disposal site is projected to save about \$10,000/yr. This savings will be used to offset increasing maintenance costs to the aging sewer system.
- Our GIS consultant has designed the database and begun work on the sewer collection system map. Currently the sewer maps are in PDF format and there are over 100 sheets of maps. Once complete we will have a comprehensive map where we can track inspections, maintenance, and anything else we need to know. Many municipalities in the country use GIS for their collection system maintenance program and CT DEEP has indicated that they will make it a requirement in the future.
- CL&P's Storm Resiliency Project around the Lake has been going well from a WPCA standpoint in that no sewers have been damaged as new poles and anchors are being installed.

- CT Water Co's Village Water Main Replacement Project has also been going well. We worked with the Water Co, design engineer and contractor to identify conflicts between sewer lines and the new water lines. So far no sewers have been damaged during this project.
- In addition to providing invaluable operations coverage at the Treatment Plant during the Chief Operator's absence (vacation, meetings, etc.) the Public Works Dept. made time to:
 - Respond to the Treatment Plant within the hour after a tornado touched down to clear several large trees that were blocking vehicle access in the driveway.



- Re-grade and pave around numerous sinking manholes.
- Assemble and install a gantry crane at the Treatment Plant to safely remove the pumps for maintenance and when they become clogged with cloth items.



- Clear the overgrown sewer easement between Mason St. and Bradbury Lane.



Tree Work

480 hours were utilized in tree work and vegetation management during this period. Private contractors were utilized for dangerous trees that were too high or near wires for our in house crew to handle. Over \$17,000 was spent on tree services during the course of the year. Over 60 dangerous trees were removed from public land during this year.



**ANNUAL REPORT
FISCAL YEAR 2013-2014
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 Technicians are Brigit Tanganelli and Heidi Leech. Brigit is here 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 thirty-three (33) permits for both single family dwellings and completion of dwelling units in the Kenyon Falls Condominium project have kept the department busy this year. With the exception of a large condominium project in Ellington, many of our surrounding towns experienced little activity this past fiscal year.

New Homes CO'd 2013-14	
<u>ADDRESS</u>	<u>DATE</u>
577 STONEHOUSE RD	7/3/2013
62 TROWBRIDGE RD	7/12/2013
131 WOODLAND RD	7/25/2013
28 ARMSTRONG RD UNIT B-12	7/29/2013
78 RILEY MTN RD	7/30/2013
115 WINDSWEPT WAY	8/5/2013
788 WRIGHTS MILL RD	8/16/2013
No Homes CO'd in September	
64 TROWBRIDGE RD	10/8/2013
0725 BABCOCK HILL RD	10/15/2013
137 OLD EAGLEVILLE RD	10/17/2013
374 DUNN RD	11/12/2013
304 DUNN RD	11/12/2013
28 ARMSTRONG RD UNIT C-26	11/27/2013
294 HANNAH LN	12/9/2013
28 ARMSTRONG RD UNIT B-10	12/10/2013
28 ARMSTRONG RD UNIT C-23	12/12/2013
79 FREDERICK DR	12/20/2013
74 ARLINGTON AVE	12/26/2013
371 RILEY MTN. RD	1/22/2014
364 DUNN RD	1/23/2014
28 ARMSTRONG RD UNIT B-11	1/24/2014
64 APPIAN WAY	2/25/2014
158 BEEBE FARMS RD	2/26/2014
703 BABCOCK HILL RD	2/27/2014
3160 MAIN ST	3/6/2014
106 NORTH RIVER RD	3/26/2014
772 BOSTON TPK	4/28/2014
260 DUNN RD	5/14/2014
369 RILEY MTN. RD	5/15/2014
13 HETZEL LN	5/16/2014
54 TROWBRIDGE RD	5/27/2014
28 ARMSTRONG RD UNIT C-20	6/10/2014
1338 SOUTH ST	6/24/2014

COMMERCIAL PROJECTS

- The town has been working with the owners of the gas station at 1657 Boston Tpk. This project will showcase a beautiful new gas station and convenience store at the corner of Routes 44 & 31.
- The Channel 3 Times Farm Camp broke ground started construction of two buildings. One is to build a large dormitory for children with special need called Ashley's Place. The other project is an addition off of Freeman Hall to accommodate more dormitory space for summer campers.
- The new location for Francesca's Bistro opened at 1203 Main St. They have beautifully remodeled the space there.
- New cell tower equipment was replaced at 400 Riley Mt. Rd.
- Muldoon Marketplace and Landscaping opened at 2050 Boston Tpk.

TOWN PROJECTS

- Renovations were made to the Caretakers House at Patriots Park in order to allow for handicap accessibility.
- The lighting at the High School Football Field has been completed and allows for enjoyable games under the lights.
- Also at the high school, (2) dugouts have been demolished and rebuilt.
- The Coventry Volunteer Fire Department at 1155 Main St. had a 22.8 KW photovoltaic system installed on the south west facing back roof of the main bay.
- There were repairs of well tanks at the Police Department.
- A new indirect water heater was installed at Patriots Park Cottage
- Scoreboards were installed at Miller Richardson Park.

SEWER PROJECT

A total of 2 venting inspections were approved for sewer connection work to proceed.

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 six hundred thirty-seven (637)

INSPECTIONS

The Building Official and Assistant Building Official conducted one thousand eight hundred forty-one (1841) inspections.

CONTINUING EDUCATION

The Building Official completed thirty (30) hours of continuing education towards a 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 84 on-line permits.

Permits	2009-2010	2010-2011	2011-2012	2012-2013	2013-2014
	<u>ANNUAL TOTALS</u>	<u>ANNUAL TOTALS</u>	<u>ANNUAL TOTALS</u>	<u>ANNUAL TOTALS</u>	<u>ANNUAL TOTALS</u>
Houses only	29	24	18	25	36
Foundation only	29	24	23	24	29
Condominiums	5	2	0	4	0
Commercial Bldg/Renov	13	11	6	8	5
Industrial Bldg/Renov	2	0	0	0	0
Public Bldg/Renov	13	12	2	1	0
Additions	30	20	20	16	9
Garages/Carports	15	18	10	4	4
Sheds/Barns	39	37	47	27	35
Decks/Porches	37	34	32	21	33
Pools	8	24	11	19	14
Demolition	14	7	10	7	8
Woodstove	55	50	55	49	67
Miscellaneous	38	97	51	57	72
Renov/Repair/Alter	197	158	145	129	144
Plumbing	94	81	41	44	47
Heating	157	118	143	149	173
Electric	184	138	186	205	212
TOTAL PERMITS	934	855	800	789	847
PERMIT VALUE	\$12,935,341	\$12,735,401	\$13,623,161	\$10,154,351	\$13,349,232
FEES COLLECTED	\$175,516	\$127,392	\$134,461	\$130,736	\$199,102
ZONING Permits	200	194	168	144	200
Fees Collected	\$1,250	\$11,500	\$9,360	\$8,625	\$11,875
Certificate of Completion	188	230	400	453	575
C/O s - New Homes/Condos	21	27	14	27	32
C/O s - Other	127	86	40	47	29

COVENTRY CEMETERY COMMISSION
Annual Report
July 1, 2013-June 30, 2014

Cemetery Commission Members

Sherry Chapman, Chair
Thomas Boudreau, Secretary
Linda Pagliuco
Anne Claudine Vieten
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

- The Commission finalized the brochure and markers for a self-guided walking tour in Grant Hill Cemetery and made the brochure available via its website and various public locations throughout town.
- The Commission installed an entrance sign at Old South Burying Ground.
- The Commission sponsored guided walking tours of Grant Hill Cemetery, Old South Burying Ground and Nathan Hale Cemetery.
- The Commission submitted the Grant Hill Cemetery self-guided walking tour as one of the official *Walktober* events to be held in October.
- The Commission worked with local land owners to identify footstones found on their property, connecting them with corresponding headstones in Grant Hill Cemetery.
- The Commission continued with its multi-phase expansion plan for Coventry Cemetery.
- The Commission oversaw the contracting with new vendors for lot excavation.
- The Commission sold a total of six lots, and oversaw six full burials and eleven cremation burials.
- The Commission oversaw the repair of six ancient headstones, the installation of twelve new monuments, and the reinstallation of twelve fallen monuments.
- The Commission oversaw general landscape and maintenance in all town-managed cemeteries.

