



TOWN OF MONROE

OFFICE OF THE FIRST SELECTMAN

7 Fan Hill Road

Monroe, CT 06468

Phone: 203-452-2821

www.monroect.org

FIRST SELECTMAN'S UPDATE TO TOWN COUNCIL Issued May 10, 2020 for May 11, 2020 Town Council Meeting

COVID-19 - DIRECTIVE RELAXING LOCAL RULES for OUTDOOR SEATING for RESTAURANTS

I will provide a verbal update on certain COVID-19 pandemic response efforts during the meeting, however I wanted to include in this report an emergency directive I issued on May 6, 2020 regarding outdoor seating for restaurants. While municipalities were informed that the Governor is considering an executive order in this regard, the details remain unclear. It was critical to provide our local restaurants assurances that Monroe would allow this activity, and not be subject to the current zoning regulations and approval process, so they could begin planning immediately. A copy of the directive is attached.

UPDATE ON ROADS

During a previous Town Council meeting, I advised that a report would be provided on the FY20-21 priorities for roadwork. This preliminary plan has been completed and is attached. As the Board of Finance has indicated a desire to delay decisions on bonding, I directed our Public Works and Finance departments to formulate a plan that prioritizes the use of state grants. The attached document outlines the priorities based upon the original FY20-21 budget proposal and the revised priorities based upon delayed use of funds through bonding. This plan was discussed and well received by the Board of Finance during their recent budget workshop meetings.



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RECEIVED
20 MAY - 6 AM 8:55
MONROE TOWN CLERK

Date: May 6, 2020
To: Department Heads
From: Kenneth M. Kellogg, First Selectman
Subject: **COVID-19 Directive Re: Outdoor Seating for Food Service Establishments**

WHEREAS, on March 22, 2020, pursuant to C.G.S. §28-8a(a), I issued a declaration of a civil preparedness emergency in the Town of Monroe ("Town") in response to the emergency situation created by the COVID-19 pandemic ("Declaration");

WHEREAS, on April 30th, 2020, Governor Lamont presented his "Plan to Reopen Connecticut's Economy" ("Governor's Plan") which is anticipated to take effect on May 20th, 2020 to permit and encourage food service establishments to provide outdoor seating and table service to patrons ("Outdoor Seating Area");

WHEREAS, in light of the foregoing, it is anticipated that Food Service Establishments ("Establishment"), as defined in Chapter 291 of the Monroe Town Code, will be desirous of installing or expanding their outdoor service capacity to provide food service to the Town and stimulate economic recovery;

WHEREAS, the Town's regulatory scheme regarding outdoor seating, including without limitation, its Code and Zoning Regulations, restrict and limit Outdoor Seating Areas for Establishments based upon square footage, capacity and parking requirements ("Regulations");

WHEREAS, the Town is desirous of mitigating the impact of the pandemic by temporarily easing and/or eliminating the Regulations to provide flexibility and opportunity for Establishments to expand Outdoor Seating Areas and operate pursuant to the Governor's Plan for the duration of the Declaration;

NOW, THEREFORE, I, Kenneth M. Kellogg, as the First Selectman and as Chief Executive Officer of the Town of Monroe, pursuant to the Declaration, hereby issue the following directives effective immediately and until further notice:

1. All Regulations applicable and relative to the installation and/or expansion of Outdoor Seating Area(s) of an Establishment are hereby suspended and/or modified for the duration of the Declaration as hereinafter provided.
2. The Director of Health shall develop an application ("Application") for the submission of an Emergency Outdoor Seating Plan ("Plan") that comports with this directive and further, with the assistance of the Chief of Police, Fire Marshal, and Town Planner, shall expeditiously but with full regard to the protection of the health and safety of the Town, administer the application and approval process.

3. An Establishment shall be permitted to provide for and operate Outdoor Seating Area(s) for its patrons, provided that:
 - a. the Establishment submits a completed and signed Application to the Director of Health;
 - b. submits a proposed Plan, which shall be drawn to scale and shall include any proposed modifications or alternations to the existing Establishment and/or parking area(s) and signed by the owner of the real property upon which the Establishment is situated;
 - c. The Application is approved as evidenced by the signatures of all of the following Town officials or their designees:
 - i. Chief of Police;
 - ii. Fire Marshal;
 - iii. Town Planner; and,
 - iv. Director of Health.
 - d. The Establishment complies with all other requirements of the State of Connecticut regarding the provision of outdoor seating and service.
4. No Application shall be approved if the Plan fails to reasonably provide for the protection of public health and safety.
5. There shall be no fee assessed by the Town upon submission, review, or approval of the Application.
6. Upon approval of the Application, the approved Plan shall remain in force until amendment, modification or termination of this directive or Declaration.

So Directed:

 5/6/2020
Kenneth M. Kellogg, First Selectman

This is a PRELIMINARY listing, subject to change due to unforeseen circumstances, operations, road condition and/or infrastructure developments.

Department of Public Works

FUNDING SOURCES

Preliminary Road Maintenance & Paving Plan - revised as of 4-24-2020

Plan Based Upon Original FY20-21 Budget Proposal

Revised Plan - Prioritizing Grants and Delaying Bonding

FY 19/20 Paving/Maint Operating Expense	FY 20/21 Paving/Maint Operating Expense	Town Aid Road & Grants	Bonding
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FY 19/20 Paving/Maint Operating Expense	FY 20/21 Paving/Maint Operating Expense	Town Aid Road & Grants	Bonding
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Projected Available Funding Sources

\$78,345	\$593,825	\$727,471	\$1,000,000
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\$78,345	\$593,825	\$1,243,810	\$1,000,000
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In Progress Work Completion - Catch basin Adjustment & Paving Overlay

Road Name	Road Length	Catch basin Adjustment Est.		Est. Subtotal Cost
		Cost	Paving Est. Cost	
Blake Road	1273	\$4,800	\$109,231	\$114,031
Forest Road	3027	\$4,200	\$67,766	\$71,966
Josies Ring Road	2559	\$6,000	\$77,223	\$83,223
Miles:	1.3			

\$78,345			\$35,686
			\$71,966
			\$83,223

\$78,345		\$35,686	
		\$71,966	
		\$83,223	

Complete Drainage Removal/Replacement & Paving

Road Name	Road Length	Drainage Materials & Contractor Est.		Est. Subtotal Cost
		Cost	Paving Est. Cost	
Hirmas Hill Road	3239	\$60,525	\$211,208	\$271,733
Todd Drive	688	N/A	\$39,142	\$39,142
Pamela Drive	1090	\$7,430	\$61,951	\$69,381
Benedict Road	2951	\$45,224	\$167,886	\$213,110
Quarry Ridge Road	1458	\$68,141	\$82,946	\$151,087
Bradley Drive	790	\$32,457	\$44,942	\$77,399
North Hillside Lane	904	\$10,578	\$51,428	\$62,006
Highfield Drive	1424	\$26,491	\$81,013	\$107,504
Sunset Hill Road	1794	\$22,210	\$102,061	\$124,271
Weather Vane Hill	472	\$1,202	\$26,851	\$28,053
Miles:	3.0			

			\$271,733
			\$39,142
			\$69,381
			\$213,110
			\$151,087
	\$12,727		\$64,672
	\$62,006		
			\$107,504
			\$124,271
	\$15,326	\$12,727	

		\$271,733	
		\$39,142	
		\$69,381	
		\$213,110	
		\$151,087	
	\$44,671	\$106,416	
	\$77,399		
	\$62,006		
		\$107,504	
	\$22,210		
	\$1,202		Would need to start utilization of bond funding.

NOTE: The table below is a summary of roads that require further drainage and pavement evaluation. Preliminary drainage costing was estimated using the running average of 31% of the paving cost.

Road Name	Road Length	PRELIMINARY Drainage Materials & Contractor Est.		Preliminary Est. Subtotal Cost
		Cost	Paving Est. Cost	
Osborn Lane	3975	\$56,420	\$182,000	\$238,420
Plumer Lane	760	\$13,950	\$45,000	\$58,950
William Henry	2901	\$53,010	\$171,000	\$224,010
Montar Drive	1033	\$18,910	\$61,000	\$79,910
Miles:	2.0			

		\$238,420	
		\$58,950	
		\$53,010	
		\$18,910	

			Would need to start utilization of bond funding.
	\$13,950		

Road Name	Square Yards	In House Mill/Pave	Paving Est. Cost	Est. Subtotal Cost
River Drive	867	Mill/Pave	\$8,483	\$8,483
Hillcrest Road	32	Mill/Pave	\$3,132	\$3,132

	\$19,053		
	\$8,483		
	\$3,132		

	\$19,053		
	\$8,483		
	\$3,132		

Traffic Control

	\$7,699	\$23,000	
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		\$30,699	
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Crack Sealing FY 2020/2021

Road Name		
Lower Bart Road	Beach Tree Lane	Jones Hill Road
Spring Hill Road	Church Street	Knapp Street
Moose Hill Road	Cross Hill Road	Longview Road
Purdy Hill Road	Cutlers Farm Road	Lovers Lane
Old Newtown Road	Elm Street	Meadowbrook Drive
Walnut Street	Enterprise Drive	Penny Royal Lane
Old Tannery Road	Fairlea Drive	Riding Ridge Road
Turkey Roost Road	Fan Hill Road	Round Hill Drive
Wolf Park Parking Lot	Guinea Road	Sage Lane
Cottage Street	Hedges Lane	Wheeler Road
Arrowhead Drive	High Ridge Drive	
Barn Hill Road	Hurd Avenue	

	\$170,000		
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	\$170,000		
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Asphalt Patch, Process Gravel, Misc. Road Maintenance, Top Soil, Restoration, Etc. as detailed on page 170 of the proposed budget Acct: P W HWY PAVING / MAINTENANCE.

		\$231,754	
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		\$231,754	
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Budget Lines to be included in the Paving/Maint Operating Expense & covered by Town Aid Road & Grants Fund

PW Highway Part Time Seasonal Workers		\$16,300	
PW Misc Contracted Services		\$74,400	
PW Misc Drainage Improvement		\$63,625.00	

		\$16,300	
		\$74,400	
	\$63,625.00		

		\$16,300	
		\$74,400	
	\$63,625.00		

Totals:	\$78,345	\$593,825	\$727,471	\$1,000,000
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\$78,345	\$593,235	\$1,243,810	\$0
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Notes:

Town Aid Roads/Municipal Grants & Aid projected FY 20 funds of \$530,977.00 will not be expended until after the Hurricane & Winter seasons of 2020/2021. This is a PRELIMINARY listing, subject to change due to unforeseen circumstances, operations, road condition and/or infrastructure developments.