

**Town of Middletown
Department of Public Works**

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DATE: December 30, 2002

TO: Barbara Nash, Town Clerk

FROM: Tom O'Loughlin, DPW Director

Cc: Philip Coen, Town Administrator

RE: Road & Utilities Advisory Committee

Road & Utilities Advisory Committee's Charge

1. As directed by the Town Council, Planning Board or any other body appointed by the Town Council, the committee shall provide an advisory opinion or recommendation regarding the roads, sewerage system and any other utility located within the town.
2. Committee shall consist of a maximum of (7) members as appointed by the Town Council; members to be volunteers. Recommendation: (1) Town Council member, (1) Director of Public Works, (4) excavation contractors and/or engineers, and (1) resident. Residency requirements apply.
3. Committee's opinion or recommendation, outlining the majority and minority positions, to be in a written format and be considered the official opinion of the committee.
4. The Committee shall have a scheduled monthly meeting and special meetings as required.
5. Types of projects: review proposed expansion or renovation of sewerage system and/or road projects; review proposed sewer connections for commercial developments; review results of Wastewater Facilities Plan, Sanitary Sewer Evaluation Study, and Infiltration and Inflow; review of Town's project priority list which takes into consideration bonds and above mentioned studies.