Village of New Milford – Committee Meeting Minutes

Tuesday, September 23, 2025

Meeting called to order at 6:30 p.m. by President Timothy H. Owens.

In Attendance:

Timothy H. Owens, Deanna Rodgers, Wendy Roop, Eileen Owens, Ronald Colvin, Theresa Merriman, Jim Stevens, Adam Bungee, and Jessica Lang.

Eileen Owens initiated the motion to accept the evening's agenda, seconded by Ronald Colvin. All present voted unanimously; motion carried.

Scott Watson addressed the board regarding a residential property he is interested in purchasing on 11th street to construct storage units. This would require rezoning of the property, which could be done through the village once annexed. Mr. Watson currently owns a storage unit property in Oregon and wants to expand to New Milford. Village Attorney Jim Stevens advised Mr. Watson to reach out to him once the property has been purchased to provide further assistance.

President Owens announced Lorraine Humphries would be sworn in as a trustee at the October 14 board meeting. The village is awaiting an updated estimate to extend sanitation services on Harrisville Road; after receipt, negotiations for percentage contributions between parties will begin. Owens shared resources from a recent county disaster communication meeting. He confirmed with the health department that the Sheridan Grove farmstand holds a Cottage Food license but asked for board input since he feels it's unsuitable for a residential area and no ordinances address it; Attorney Jim Stevens has drafted an ordinance prohibiting farmstands for review. Owens reported contacting the county building department about unpermitted construction on 11th Street, which led to a stop-work order; since the property is under 60 acres and surrounded by the village, forced annexation is possible and will be discussed further in October. Tree trimming on New Milford School Road is complete, and work may proceed on Ryberg Road if approved. Fire Chief Scott Schaben determined emergency vehicles cannot access Staten Avenue's cul-de-sac in Sheridan Grove—no-parking signage and an ordinance are under consideration. Water pressure at three Sheridan Grove hydrants was measured between 60-70 psi.

Clerk Jessica Lang had no new updates for the board.

Engineer Adam Bungee reported he will visit the upper parks to check on unpermitted roadway work and ensure proper road closure. He submitted two change requests for the 10th Street overlay project, proposing pothole patching and leveling, which would add $5,826-$10,066 to the $71,370 contract. The board will review and vote in October.

Attorney Jim Stevens reported to the board that the previous farm lease holder has been arrested for a third time, with a $750 bond remitted to the village, and—after failing to appear in court—their total balance now stands at $4,300. Letters have been prepared for residents with ordinance violations, giving those with chicken coop violations until October 15 to notify the village of compliance, and those with RV, trailer, or semi-truck violations until October 31 to address issues or face daily fines of $150. Mr. Stevens explained that village building codes under section 7-1 currently match the county's and will need to be changed once theirs are

updated. Mr. Stevens drafted an ordinance for review to update the village's codes automatically as the county changes its codes. He also shared that the solar farm development agreement for South Pasture Solar Farm has been received, with a payment schedule forthcoming, and noted that documents for a second solar farm project on the village's 62 acres have been submitted and should be returned within four to six weeks, with construction likely to begin in 2026 or 2027.

Trustee Deanna Rodgers notified the board that she will be making the final decision for the movie night on October 11. Fire Chief Scott Schaben addressed the board with updates to fire prevention week activities and requested that information about the event be updated on the village sign.

Trustee Eileen Owens presented the board with the updated reservation forms for Victory Park Pavillion. She also reminded the board that their yearly mandatory IML training is coming due and that an email will be sent out with that information.

Trustee Ron Colvin informed the board that he has a meeting with OpTech Tech services to migrate the software from the old sign computer to the new one. He will be reaching out to the fire department to get details of the fire prevention week's announcements.

Trustee Theresa Merriman informed the board that a community member volunteered to handle the Village flag. President Owens has registered for halfstaff.org alerts to keep the village updated on official notices. Mrs. Merriman also reported a leaning utility pole near the bank and reminded the board to clearly communicate any fees to the clerk for proper collection.

Trustee Wendy Roop informed the board about problems with the Victory Park porta-potty, including garbage and vomit, and requested locking it at night and adding a nearby trash can. President Owens asked her to make a supply list. Mrs. Roop also raised concerns about limited parking in the mobile home park due to new homes, which may worsen as decks are built. She will compile and submit a property list to Mr. Stevens.

Attorney Jim Stevens updated the board on Cherry Valley's boundary agreement and will contact Rotary Road property owners about annexation, potentially eliminating the need for a boundary agreement.

There being no further business to come before the board, Wendy Roop initiated the motion for adjournment, seconded by Eileen Owens. All present voted unanimously; motion carried.

Transcribed 09/24/2025 by Jessica Lang.