

Chester Main Street Project Committee
Regular Meeting, February 23, 2016
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1. Call to Order

The Main Street Project Committee held its regular meeting on Tuesday, February 23, 2016, at the Chester Town Hall, 203 Middlesex Avenue, Chester, Connecticut. Chairman Joplin called the meeting to order at 7:00 PM.

2. Seating of Members

In attendance were Michael Joplin, Leslie Strauss, Christine Darnell, Jeremy Ziemann, Charlene Janecek, John Schroeder, Chuck Mueller and Ed Meehan.

3. Brief Report from Chairman Joplin on his meeting with Jeff Jacobson, Brian Kent and Ed Meehan to discuss schedule and funding for 2016 and Phase 3.

Chairman Joplin noted at the last meeting there was discussion about moving forward in 2017. In order to do that, he indicated he would have to go to the Selectwomen and request an allocation of money in order to get Jeff Jacobson and Brian Kent on board to do the survey and design work. Joplin further noted he did not go to the Selectwomen's meeting because he did not know how much that would cost. He subsequently contacted Jeff Jacobson asking for an estimate for the survey cost for Phase 3 and if he would be willing to meet with Brian Kent to talk about the budget.

Chairman Joplin, Ed Meehan, Jeff Jacobson and Brian Kent met last week. It was decided Jeff Jacobson would start with the survey, then meet with Brian Kent to work on a quote for design of Phase 3 (bridge to Laurel Hill Cemetery).

Chairman Joplin noted Jeff Jacobson is also working on the LOTCIP Grant application which is to be submitted in about 2 weeks. Once the grant application is submitted, Jeff Jacobson will prepare a budget for the survey and meet with Brian Kent to come up with a quote for Phase 3 which will include the survey and design work. That number should probably be available within 30 days. John Schroeder confirmed this would be the survey by Jacobson and the design by Kent along with Jacobson's help. Chairman Joplin noted in approximately one month, the Committee should be able to present a budget for Phase 3 to the Selectwomen. At that point, the LOTCIP application will have been submitted. Right now, according to

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Jacobson, there is only one application in to RiverCOG from Haddam. Another one is expected from the Town of Durham. They have already received money twice. There are 17 towns that make up RiverCOG. Some of the applications contain no survey or planning. The grant applications will probably be in in about 3 months and hopefully Chester will be one of them. In 3 months we could be into design work and have Brian Kent on board. The money is there in the budget, but hasn't been allocated.

Chairman Joplin noted Brian Kent had asked if an RFP had to be sent out. Joplin's response to Mr. Kent was no as Jacobson is the Town Engineer.

Chairman Joplin noted the other thing discussed was the void under the sidewalk in front of Simon's. The void runs from the left side of the door going up to the apartment over Simon's all the way over to and under the alley between Simon's and Lori Warner Gallery. It's 37½ feet. Between the center block and the outboard side of the void is 2'9". The depth from the top of the sidewalk to the bottom of the void is over 13'. Hopefully the survey will capture all of this in detail. The questions are who owns this, who is responsible for fixing it and does it have to be fixed. Ed Meehan noted there is the Main Street Investment Fund, if it is still active, that covers cosmetic and structural exterior building improvements.

Chairman joplin explained this is called Phase 3 because the Master Plan called it Phase 3 and some grant applications have already gone out indicating it is Phase 3.

With regard to Phase 1, ed Meehan noted he spoke to Gary Giroux who will be submitting a final cost spreadsheet tomorrow. There will be a retainage til next Spring on small items. Stadia has been paid. Meehan noted any remaining funds will stay in the Capital Budget. Hopefully the Boards of Selectwomen and Finance will add another \$75,000 this coming budget.

John Schroeder noted he communicated with the manufacturer of the lights. We will be getting what we saw before in the mock up. It will be a kelvin temperature of 3000 with 80 CRT which

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is a lot warmer in color. Schroeder explained the difference between color temperature and CRT.

Selectwoman Janecek reviewed the following items that had been discussed with the State -

- The State is willing to not put the electrical box in if we are willing to not have the lights work. The conduit and vault will be put in, but not the box. Meehan noted the box has to be on public property. Janecek noted the cemetery location was mentioned but the State didn't think it would generate enough power from that location. It was noted Eversource also has to approve this. It was also noted the electrical box would be a graffiti attraction.
- Samples of the granite curbing, cap on top of the railing on top of the bridge and stone on the face under the bridge were all reviewed. Janecek noted the granite steps in front of 1 Main are already in.
- Garbage receptacles are already ordered and in. They (the State) are willing to do a dual purpose (recyclable/household garbage) if they can find one. They are not willing to not bolt them because they say vandals will move them. They agreed to not put anything in place until the Committee approved the location.
- The bicycle rack will be taken out if we don't want it.
- They (the State) kept reiterating everything is ordered and in, just waiting to be put in place. Everything was ordered according to what we gave them.
- With regard fo the crosswalks, the Committee requested a certain pattern. The one ordered was the one in the plan submitted by Brian Kent. Samples were reviewed. It was agreed these have to be consistent throughout town. Leslie Strauss recalled there had been some pushback from the Public Works Foreman about doing too much surface in the roadway because of plowing. The Committee decided it wants the herringbone. Joplin asked who maintains the crosswalk after it wears out.

In summary, we want the electrical box but not installed, take out the bike rack, reiterate non-bolting of the gargage receptacles and herringbone crosswalk.

There was a brief discussion regarding the fire hydrant

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location in front of 6 Main, but don't want to lose parking space.

4. Other Business, if any - none.

5. Bills for Payment - none.

6. Approval of Minutes - February 9, 2016 Regular Mtg
Motion made and seconded to approve February 9, 2016
Minutes amended as follows:

- Under 3., 3rd paragraph, 3rd sentence, change to read, "...as recommended by the Town's landscape architect...".
- Under 3., 6th paragraph, change to read, "...they would not do the whole sidewalk...".
- Under Item 9 - Trash Receptacles, add sentence, "Jeremy Ziemann noted John Schroeder identified a dual unit by the same manufacturer and style as specified."
- Correct the spelling of "Simon's" on page 3, paragraph under Item 12.
- 4th paragraph under Item 12, first sentence should read, "It was noted the Committee had a discussion about starting Phase 2 in mid-2017."

Approved as amended with Joplin abstaining.

A brief discussion regarding STEAP Grants ensued. It was noted these can be rolled over and towns can have multiple grants. Ed Meehan noted Chester has a Master Plan with phases. John Schroeder noted the Selectwomen should just keep applying for STEAP grants. Joplin also noted he has been told that if the State funds you once and the execution of the plan is successful, the opportunity to get another grant is increased. Chuck Mueller noted the real problem are the ones who get a STEAP Grant and don't use the money.

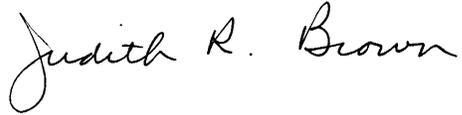
7. Audience of Citizens - none.

8. Adjournment

There being no further business the meeting adjourned at 8:15 PM.

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Respectfully submitted,

A handwritten signature in black ink that reads "Judith R. Brown". The signature is written in a cursive style with a large, looping initial "J".

Judith R. Brown, Recording Secretary