

1. Call to Order

The Chester Main Street Project Committee held its regular meeting on Tuesday, January 12, 2016, at the Chester Town Hall, 203 Middlesex Avenue, Chester, Connecticut. Chairman Joplin called the meeting to order at 7:10 PM.

2. Seating of Members

Members present were Michael Joplin, Chuck Mueller, Charlene Janecek, John Schroeder and Leslie Strauss. Others present were First Selectwoman Lauren Gister, Ed Meehan and Andy Landsman.

3. Review of procedures, grant applications and meeting schedule for the next several months

Chairman Joplin noted he recently met with Ed Meehan, First Selectwoman Lauren Gister and Selectwoman Charlene Janecek to review several things, one of which was establishing a liaison between construction company, the Selectwomen and this Committee. Steven Tiezzi's name was mentioned. Joplin noted he called Mr. Tiezzi, but he (Tiezzi) wasn't sure of the time commitment and was not willing to take it on. He felt maybe this should be a Clerk of the Works.

Selectwoman Janecek noted the Board of Selectmen were looking for someone from this Committee to make sure the State was doing what the Committee asked for in the design. Somebody wouldn't have to be there every single day. Joplin noted he described it to Mr. Tiezzi as being an hour a week, but it could be more than an hour a week.

Chuck Mueller suggested a member of this Committee, or maybe more than just one, be copied on the submittals which the contractor is obligated to submit to the State. The Committee could then check off the ones it cares about, such as certain appearance and product related things, etc. These could be divided up between the people on this Committee. It was noted Ed Meehan was the liaison up to the point of ground breaking which was yesterday. Chuck Mueller noted Steven Tiezzi thought it would be much more rigorous with weekly meetings with D.O.T. Ed Meehan noted if there is an issue, it goes to D.O.T. and they then contact the contractor.

Chuck Mueller recommended a formal request be made to D.O.T. to send the

Committee a complete list of submittals from the contractor. Everyone should then review the initial list of submittals.

Andy Landsman asked if the Committee is overseeing the actual bridge replacement. Chairman Joplin replied no. Joplin noted what the Committee is dealing with is the appearance of the bridge, noting there had been issues with other bridges in town.

Chuck Mueller noted the Committee has had ongoing interaction to control things so they are not done in a vacuum.

It was suggested the Committee obtain the submittals list and the schedule for their submission. The Committee can then identify which ones it wants to look at. The Committee should obtain the whole list. First Selectwoman Gister should ask for the list of submittals to date. There is a list that Brian Kent did, the Committee approved and submitted to Dave Stanke. Mueller noted its better to look at the whole list and check them off. Such things should include curbing, lighting, benches, trees, receptacles, concrete, railings, pillars, fencing, size of the abutments, cobblestones, sidewalk, etc. First Selectwoman Gister noted we need to find a balance and not micromanage the State.

There was discussion regarding various grants – STEAP, LOTCIP and MSIF. It was noted the STEAP Grant application is almost complete. Gister noted it is due on Friday. Ed Meehan noted there is no deadline for the LOTCIP Grant. Jeff Jacobson is working on the preliminary application and will come up with a cost estimate and then do a survey. The LOTCIP Grant gets ranked by staff at RiverCOG. If enough money is available for the region, it can then get advanced to various projects.

Chairman Joplin asked when we have to have a better handle on the budget. It was noted Jeff Jacobson is working on that for the LOTCIP grant. Once that is done, we will have an idea then of the overall budget. Ed Meehan noted we have to know by next September where we are with this project. Chuck Mueller noted in September, Jacobson will hire a landscape architect that meets the Committee's approval. Ed Meehan suggested using Capital money to have Jacobson do the design up to 30% in the mean time.

Chairman Joplin asked what's in the Capital account now for Village improvements. First Selectwoman Gister noted final bills have not come in yet for Phase 1, but its probably about \$200,000 before final billing.

Chuck Mueller suggested asking Jacobson what the amount would be along with a landscape architect. First Selectwoman Gister noted he has to finish the LOTCIP grant and do the survey. Mueller suggested he submit a proposal for up to 25%.

Chairman Joplin asked if the Committee is waiting to get a negative on LOTCIP before going to MSIF. First Selectwoman Gister replied no.

Andy Landsman noted speaking as a citizen, it was his understanding the whole thing was going to be done in conjunction with the bridge. He didn't know that the people in town understand that. It would be helpful if the merchants can understand what's going on.

Ed Meehan noted there is a water line on Main Street that has to be replaced before we do anything and also some sewer work.

John Schroeder asked if the town wants to do this as soon as possible or do we want to wait. Charlene Janecek noted there is one merchant who said he wanted one summer's rest in between.

Leslie Strauss noted this should be included in the weekly email blast sent out from the Selectmen's Office and also included on the town website. Andy Landsman agreed it should be a regular paragraph in the Selectmen's weekly email blast.

Leslie Strauss noted we need to work on the Water Company to do the water main replacement work. First Selectwoman Gister noted she is working on that now. Gister also noted there should be some "happy" pictures of the bridge project put up on Facebook.

Leslie Strauss asked if its too early to get an opinion from the merchants. They have to experience what's going on and live with it to see what the impact is before

making a reasonable statement about moving forward. It was noted the 2 corner buildings have been vacated for 3 months. The British store has closed. The ICR Radio Station has moved to Ivoryton permanently. It was felt it was too early to get a merchants decision.

Ed Meehan noted there needs to be a sufficient amount of money for Phase 2. He would hope this Committee encourages Jacobson to work on this through next Fall and to get a survey in place. John Schroeder noted Jacobson doesn't have a landscape architect. That person has to be part of the team to develop the design. We should ask Jacobson for a proposal for a landscape architect and engineer. Joplin agreed the Committee needs a proposal from Jacobson for the overall work and to take it to a certain point of development over the next 6 to 8 months. First Selectwoman Gister will ask Jacobson for a proposal once he finishes the preliminary application for the grant.

It was noted the lights are on at Laurel Hill Cemetery.

4. Other Business, if any

New members – suggested new members were Jeremy Zeiman, Ed Meehan, Judy Splittgerber, Christine Darnell and Andy Landsman.

5. Bills for Payment – none.

6. Approval of Minutes – December 15, 2015 Special Mtg

Motion by Strauss, second by Janecek, to approve December 15, 2015

Special Meeting Minutes amended as follows -

- **Under Audience of Citizens, 1st sentence add, “There was a brief discussion which included Susan Wright and Karin Badger...”.**

Approved with Mueller abstaining.

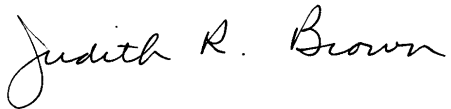
7. Audience of Citizens – none.

8. Adjournment

There being no further business, the meeting adjourned at 8:20 PM.

Respectfully submitted,

Chester Main Street Project Committee
Regular Meeting, January 12, 2016
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A handwritten signature in cursive script that reads "Judith R. Brown". The signature is written in black ink on a white background.

Judith R. Brown, Recording Secretary