

**Main Street Project Committee
Regular Meeting, March 24, 2015
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1. Call to Order

The Chester Main Street Project Committee held its regular meeting on Tuesday, March 24, 2015, at the Chester Town Hall, 203 Middlesex Avenue, Chester, Connecticut. Chairman Joplin called the meeting to order at 7:05 PM.

2. Seating of Members

In attendance were Michael Joplin, Steven Tiezzi, John Schroeder, Charlene Janecek, Chuck Mueller and Leslie Strauss.

3. D.O.T. update on Main Street Bridge Replacement schedule - still Jan. 2016

First Selectman Meehan noted D.O.T. confirmed project will be advertised April 1st with bids due April 29th. They have issued the 30 day notice period for any petitions. After the 29th, they will go through the qualified selection process. They should have a contractor by July 1st and will then issue notice to proceed. Utility pole work will be the first thing done. That will happen either late October or early November. Other utility work (CWC, AT&T, WPCA, Comcast) will not happen until bridge closure which should be around January 15th. The road should be reopened by May 22nd for traffic, although everything may not be done by that time. D.O.T. is working with the Fair Association for the lay down area.

4. Progress on release and responses of bid documents and deadlines

First Selectman Meehan noted bid requests were published March 13th, also posted on the State website and available on CD. Return date is April 9th at 10:00 AM. Bids will be opened shortly after 10:00 AM on that date. Gary Giroux then has 3 days to go through and qualify numbers, check references, bid bonds, etc. A status report will then go to ConnDOT reviewing the bidding process and the project engineer's report that he has gone through all the bids and recommending the lowest qualified bidder. ConnDOT administers the STEAP Grant.

First Selectman Meehan noted the review of the bids goes to ConnDOT by the 15th, they have until the 24th to okay it. A contract will be signed by the 28th and a notice to proceed issued for May 15th or sooner.

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Chairman Joplin asked what happens if the bidder withdraws after selected. Meehan noted it goes to the next qualified bidder. He indicated there is a pre-bid meeting next Wednesday to walk the site. Everyone will meet at Laurel Hill Cemetery.

Chairman Joplin asked First Selectman Meehan how he sees the construction period for Phase 1. Meehan noted one issue will be good traffic management. The culvert area will be closed probably 4 or 5 days with access to the Post Office and Chesterfield's. Joplin noted the merchants have indicated there should be clear signage on Main Street and Route 154. Alternate road is at Moravales, Water Street and Main Street.

Chairman Joplin noted this Committee doesn't have anything official to do from this point forward with Phase 1.

5. Define next phase and schedule of Committee's work
Chairman Joplin noted the Committee agreed the next phase should be center of the Village. Now that there is a hard date for the bridge replacement that phase should happen about 3 years out. The area of the bridge won't be cleaned up before summer of 2016 and funding is not available yet for the phase.

First Selectman Meehan reviewed in detail funding for upcoming years and the next phase, including STEAP Grants and the Main Street Investment Fund. He reiterated there are 2 or 3 funding sources out there that should be pursued.

6. Discussion of Meeting Schedule

It was decided the Committee would meet on April 14th to review bid response.

There was discussion as to when to send out the RFP fo the next phase. It should be a multi design team - planner, landscape architect, engineer. First Selectman Meehan suggested waiting to send out the RFP until Phase 1 and the bridge replacement is under way. That would give the Fall and next Spring to design that next phase. Chuck agreed there will be some valuable lessons learned in the next 7 or 8 months going forward.

First Selectman Meehan noted Gary Giroux has asked the Town to sign a hold harmless agreement with regarding to the School

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Lane intersection. That has to be addressed at some point in time. There will also be an expensive repair to that wall.

First Selectman Meehan also suggested revising the Main Street Project Committee web page.

Chairman Joplin noted it was agreed to send out the RFP in the Fall of 2015. This will be revisited toward August at the end of Phase 1. Meehan also noted the Town should start looking for Grant money in the Fall.

7. Committee recommendations to the Selectmen
There was much discussion regarding getting new members on board. Existing members noted they have each talked to potential members, some were interested and some were not. There is a huge commitment of time involved with this Committee. Joplin noted he contacted both Virgil Lloyd and Al Bisacky but neither returned his call.

Motion by Tiezzi, second by Janecek, to change number of Committee members to 9 rather than 11. Unanimously Approved.

Motion by Tiezzi, second by Janecek, to recommend existing members seated at this meeting continue with the next phase of the project and recommend the following - Jeremy Zeiman, Christine Darnell, Gene Robida, Judy Splittgerber and Sally Murray. Unanimously Approved.

Chairman Joplin stated it should also be noted members are required to attend 75 to 85% of the meetings. Chuck Mueller also noted there are some areas that require some kind of a change and those things are always up for debate. Neighbors and town folk will be part of that debate.

8. Other Business, if any - none.

9. Bills for Payment - none.

10. Approval of Minutes - March 10, 2015

Motion by Mueller, second by Schroeder, to approve March 10, 2015 Minutes as written. Unanimously Approved with Tiezzi

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abstaining.

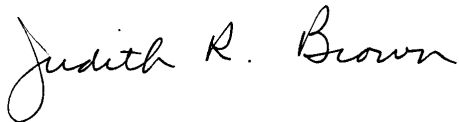
11. Audience of Citizens

There was a gentleman in attendance representing Helene Johnson. He confirmed the bridge replacement will happen January 2016.

12. Adjournment

Motion by Mueller, second by Tiezzi, to adjourn at 8:05 PM.
Unanimously Approved.

Respectfully submitted,

A handwritten signature in cursive script that reads "Judith R. Brown". The signature is written in black ink and is positioned below the text "Respectfully submitted,".

Judith R. Brown, Recording Secretary