

1. Call to Order

The Chester Main Street Project Committee held its regular meeting on Tuesday, May 10, 2016, at the Chester Town Hall, 203 Middlesex Avenue, Chester, Connecticut. Chairman Michael Joplin called the meeting to order at 7:00 PM.

2. Seating of Members

In attendance were Michael Joplin, Steven Tiezzi, Chuck Mueller, Ed Meehan, Charlene Janecek, John Schroeder and John Divis.

3. Progress on Bridge Project and Opening Date

Charlene Janecek noted the Main Street Bridge would open on Thursday. The State does not want any ceremony, but the Selectwomen are planning a small gathering. John Divis noted the line paintings will be done in the morning.

4. Review of budget proposal to Selectmen from Brian Kent and Jeff Jacobson for funding

Chairman Joplin noted a proposal was submitted to the Town by Jeff Jacobson and Brian Kent in the amount of \$186,600 for engineering and design of Phase III which is the area between the bridge and the cemetery. Joplin noted this has to be funded through STEAP and LOTCIP. The LOTCIP application is due in June to RiverCOG. Joplin also noted they went to the Boards of Selectmen and Finance for funding. The BOF refused to fund the \$186,600, but were willing to release some of the funds. It was noted the Main Street money is already in the account.

Selectwoman Janecek reviewed the Board of Finance discussion. She noted 2 members did not feel the Town had approved any of this. First Selectwoman Gister will go back and find the Town Meeting Minutes where this was approved. The BOF was willing to address this again at their June meeting. It was also noted this particular item has nothing to do with the upcoming budget.

Janecek noted the BOS made a request to the BOF to release those funds as it was supposed to be on the May 31st Town Meeting Agenda. The BOF refused to address it. The BOF Chairman has insisted there be a Town Meeting to go over what is involved in Phase III.

Janecek noted the LOTCIP application is being submitted on Friday. The only other LOTCIP application before RiverCOG is from Haddam and they haven't started any project yet. LOTCIP will probably give

Chester most of the money it is looking for. The first round of the STEAP Grant awards were this week and Chester was not in there. The next awards will be in the Fall.

Janecek noted the Town has started applying for the Main Street Investment Fund which needs to be submitted by May 31st. Chairman Joplin noted the property lines must be determined to see whether they are the face of the building of 2 feet out on the sidewalk. Whose responsibility will it be to fill that void.

Janecek noted Selectwoman Carolyn Linn did not feel the Town needs all that money to do this project.

There was discussion regarding the whole project was approved at Town Meeting and when. BOF Chairwoman says it was not approved and First Selectwoman Gister and Selectwoman Janecek say it was approved at Town Meeting. There was discussion as to how much money should be asked for to do the survey and test borings.

Chairman Joplin noted Committee members should talk to BOF members to clarify the importance of getting the survey done. Janecek noted they will bring this before the BOF again at the June meeting.

Ed Meehan noted there is already \$250,000 in the Main Street Capital account right now. He indicated the BOF needs to understand the money has been properly allocated to the Capital Budget and \$250,000 is available. With the request from the BOS, this money should be released to go to Town Meeting. It was noted the BOF wants it broken down into phases. Steven Tiezzi noted to break it down would cost more money.

Ed Meehan noted historically money has been put into the Capital Budget and released when requested. He noted every Town is required by Statute to have a 5 year Capital Plan.

Steven Tiezzi noted right now the Town is losing money and the Committee should ask for the whole amount. Meehan noted the sooner the Town starts this project, the better off it is as far as grants.

Janecek noted the BOS will go back and find the Town Meeting Minutes to prove this was already approved at a Town Meeting. She will also advise First Selectwoman Gister to go back for the whole amount one phase is interconnected with the next phase and to keep stopping

between phases for more money would cost more money and develop delays.

Ed Meehan noted the LOTCIP submission is in June with a decision in September. If we had been funded at the last meeting, by September the project could have been at 30% design which would have increased our chance of funding. It was agreed to go back for full funding.

Janecek noted one question she and First Selectwoman Gister had was that Brian Kent has already done some of this design work in Phase 1 and should not be charging for it in subsequent phases.

Janecek noted there is a problem with the storm drain in front of Jacobson's office. It is not large enough for a hose to clean it out. Ed Meehan noted that issue came up in the Fall and has to do with the water main. There was discussion on how to correct this issue.

5. STEAP Grant and timeline - discussed earlier in the meeting.

6. Other Business, if any

Motion by Tiezzi, second by Janecek, that this Committee is seeking **full funding per the document submitted by Jacobson & Associates in the amount of \$186,600 and request the money be released from funds already approved in the Main Street Capital Budget so Phase III can proceed based on Master Plan adopted by the Town in the summer of 2013.** Discussion followed. It was noted this benefits the town's opportunity to win STEAP and LOTCIP Grant funding and reduces the overall design fees in not having to shut down the project between phases to request more funding. **UNANIMOUSLY APPROVED.**

7. Bills for Payment - none.

8. Approval of Minutes - February 23, 2016 Regular Mtg - no action was taken.

9. Audience of Citizens - none.

10. Adjournment

There being no further business, the meeting adjourned at 8:00 PM.

Chester Main Street Project Committee
Regular Meeting, May 10, 2016
Page 4 of 4

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