

Downtown Revitalization Committee
Meeting Minutes

Monday, December 20, 2010

5:30 p.m.

Newington Town Hall

- I. **Roll Call:** Mr. Lenares reported that Mr. McBride was running late, in his absence Mr. Lenares convened the meeting at 5:30 p.m. Members Present: Mrs. Cohen, Mr. Banach, Mr. Lenares, Mr. Marocchini and Mr. Shields. Mr. McBride arrived at 5:40 p.m.

Others Present: Town Engineer, Anthony Ferraro and Town Planner, Ed Meehan.

II. **Minutes**

Mr. Lenares requested review of the minutes for the November 8, 2010 Special Meeting. Mrs. Cohen moved the minutes to be accepted as presented, seconded by Mr. Marocchini and approved. Mr. Lenares requested review of the November 15, 2010 Regular Meeting minutes. Mrs. Cohen moved the minutes be accepted as presented, seconded by Mr. Shields and approved.

III. **Public Participation**

NONE

IV. **Municipal Parking Lot Project Status**

Mr. Meehan reported that all construction work is completed.

At this point the remaining items are closeout paperwork such as lien waiver releases, as built plan, contractor payment affidavit, warranties for landscape plantings, etc.

The retainage held is \$ 63,960.

Mr. Lenares requested clarification on the sidewalk easements recently accepted by the Town Council. Mr. Meehan reported that the new sidewalk easements cover the brick walkway along the west side of 100 Market Square from Market Square into the parking lot and the new sidewalk behind 122-136 Market Square. The Town is responsible for the maintenance of these walkways including snow removal.

Mr. Meehan reported that at the Town Manager's Public Works Committee meeting Tom Molloy and Bruce Till reviewed the parking lot layout and will meet with their foremen to discuss snow removal operations.

V. **Market Square Streetscape Status**

Scott McBride arrived at 5:40.

Tony Ferraro reported that Milone and Mac Broom prepared an "Engineer's Opinion of Probable Construction Costs" dated 12-20-10. This estimate is based on preliminary

design Option 2A selected by the Committee at its November 15, 2010 meeting. (See attached estimate)

The preliminary estimate is \$1,389,000.

Mrs. Cohen commented that the project should be bid in such a way that the streetscape construction could be done in two (2) phases based on available budget funds. Mrs. Cohen expressed her desire to do the best project possible and that may mean splitting the work into phases such as was done on Main Street.

Mr. Lenares felt the entire project should be moved to construction design and bid and then do value engineering to determine what the budget will cover.

Chairman McBride requested Mr. Ferraro for his advice in preparing the final design and bid package.

Mr. Ferraro advised to advertise the final design in its entirety to determine the total lowest qualified bid cost. If it is necessary to cut back the amount of construction work one option could be to identify a first phase line on Market Square.

Mr. Ferraro felt that a contractor would work with the Town to do the project in agreed upon phases.

Mr. Marocchini felt that the phased approach would not be cost effective because eventually labor and material cost will go up. Also there would be multiple disruptions to businesses.

Mr. Meehan suggested the Committee consider a bid alternate approach. Also the Committee could look more carefully at the preliminary design plan and determine where some cost savings could be gained without sacrificing the quality.

Mr. Ferraro pointed out there are some obvious high cost items that could be presented as bid alternates. Mr. Lenares suggested that the project engineer look at cost saving for items such as reducing the number of new decorative lights, and a more careful evaluation of street trees.

Mr. Shields stated the Committee should engage a licensed arborist to evaluate the trees on Market Square and advise Milone and Mac Broom as to what trees should be removed and to what extent remaining trees could be pruned back.

Mr. Meehan suggested the Committee first decide if the locations of the present street trees are still appropriate given their size and spacing.

Mr. Ferraro recommended that the Committee direct Milone and Mac Broom to design the entire project as per the Option 2A preliminary plan.

Once the Committee is closer to bidding the project, budget requirement and available funds can be evaluated. The project may have to be cut back and/or advertised with sufficient bid alternates to match the funds allocated by the Town Council.

Mr. McBride stated that the Committee will direct Milone and Mac Broom to prepare the construction plan for Market Square based on the Option 2A design. One adjustment that the engineer will be asked to change is the concrete slab sub base which should be changed to stone dust.

Mr. Ferraro advised that the project engineer will probably need six to eight weeks to prepare draft construction plans and refine bid cost estimate, by mid February 2011 and maybe project bid advertisement late spring 2011.

VI. 2011 Meeting Dates

The Committee agreed that the meeting schedule for 2011 would continue on the third Monday of each month except there will be no meeting in January and the meeting in February, if needed, will be the second Monday, February 14th because of the President's Day holiday on the third Monday. Although this meeting has been scheduled, whether it will be held will depend upon the plan design progress by the consultant, Milone & Mac Broom.

VII. Public Participation

Rose Lyons – Question on how the construction of sidewalks on private property will be handled.

Mr. Ferraro noted that where new sidewalk replacement occurs on private property, the Town would need a construction easement, the issue of who is responsible to maintain the new sidewalk needs to be discussed and resolved.

VIII. Remarks by Committee Members

NONE

IX. Adjournment

Mr. Marocchini moved the Committee adjourn, seconded by Mr. Shields and approved at 6:45 p.m.

Submitted,

Edmund J. Meehan
Town Planner

Town Clerk
Town Website