

Downtown Revitalization Committee
Meeting Minutes

Monday, May 16, 2011

5:30 p.m.

Newington Town Hall

I. **Roll Call:** Chairman McBride, Mr. Banach, Mrs. Cohen, Mr. Marocchini and Mr. Shields.

Others Present: Town Engineer, Anthony Ferraro; Town Planner, Ed Meehan; Engineer Consultant Gary Fontanella.

II. **Minutes**

March 23, 2011 and April 11, 2011 – Mrs. Cohen moved that the minutes be approved as presented, seconded by Mr. Banach and favorably voted.

III. **Public Participation**

NONE

IV. **Market Square Streetscape Project**

Project Engineer Gary Fontanella presented Revised “Probable Construction Costs” dated 5-16-11 and explained estimates for incidentals to construction and three (3) bid alternates. (See attached)

Committee members asked about bid items for banner display poles and electrical service outlets for street fair events such as the annual Waterfall Festival. Mr. Fontanella responded that these items are included in the project construction and bid documents.

Mr. Fontanella presented the following draft project schedule dates for the Committee’s review:

Proposed Project Schedule

5/24/11	Town Council Presentation
5/27/11	Submit draft construction Plan & Bid documents to DECD for Review and Comments.
5/31/11	Advertise project for public bid.
6/21/11	Receive and open bids, determine lowest qualified bidder.
6/28/11	Report to Town Council and request authorization to award bid.
7/05/11	Award contract and issue Notice to Proceed.
7/18/11	Construction start date
11/15/11	Estimated Substantial Completion Date 120 days

Project Budget

Funds Available:

2009 STEAP Grant	\$350,000
2010 STEAP Grant	200,000
2010 CIP	350,000
2011 CIP	<u>300,000</u>
	\$1,200,000

Proposed Expenditures:

Project Design & Bid	\$ 43,000
Project Construction	
Administration	64,000
Estimated Construction	<u>1,086,000</u>
	\$1,193,000

Mr. Shields moved that the Committee accept the project design as presented and report to the Town Council at its May 24, 2011 meeting, seconded by Mr. Marocchini and approved.

V. Public Participation

None

VI. Adjournment

The Committee adjourned at 5:50 p.m.

Submitted,

Edmund J. Meehan
Town Planner

Town Clerk
Town Website