

Unapproved Minutes of the Sound View Bike Way and Improvements Committee

Meeting of Monday, December 2, 2013 5:30 PM
Old Lyme Memorial Town Hall 52 Lyme St. Old Lyme, CT

Meeting called to order at 5:35 PM

Committee Members Present: Angelo Faenza, Frank Pappalardo, Bonnie Reemsnyder, Jean Davies and Mary Jo Nosal. Not present Skip Sibley. No guests were in attendance.

QBS Process:

The Scope of Work differed from the last version of 10/28/13 as BSC revised the date to 11/15/13.

The Man Hours for the design were previously approved at 1150 hours. However, the Committee requested a 10% reduction in the architectural fee of Silver/Petrucelli (S/P). S/P reduced their fee and BSC Group reduced their man hours by 20 hours to 1130 hours.

Motion to approve the latest Scope of Work dated 11/15/13 and corresponding Man Hours of 1130 hours was made by Frank and seconded by Angelo. Members voting: Frank, Angelo, Bonnie and Mary Jo. Motion to approve unanimously carried.

Discussions:

Chris Faulkner of VHB, the engineering liaison for the Town and ConnDot, sent notification on Friday, November 29, 2013 that ConnDot has questions concerning the project design fee and that he and his supervisor Andrew Carrier will meet with ConnDot, hopefully this week. Chris indicated that they will discuss the original grant estimate for project design versus the fee based on the scope and man hour negotiations. Since the date of the ConnDot meeting is uncertain, Bonnie conferred with the Town Attorney who agreed with her that the Town Meeting set for 12/10/13 and likewise the informational meeting planned for 12/4/13 be postponed.

There was acknowledgement that the Committee followed the prescribed process but considered the possible reasons for the extended review by ConnDot. Jean suggested that there may have been a change in project responsibility within ConnDot. There was acknowledgement that the project grew in some areas since grant submission, e.g., ConnDot lengthened the bike path from Smith Neck to the Baldwin Bridge; the scope included additional surveying and additional community outreach. It was noted that the original architectural fee was significantly less in the original grant estimate provided by the engineers. The members discussed the possibility that the informational meeting and Town meeting would have to occur in January, 2014.

Project Agreements: Bonnie indicated that the State-Town and Town-Consultant Agreement templates remain at the Town Attorney and feedback is pending. As requested by our engineering consultant, Chris Faulkner, Bonnie will request an opinion from the Town Attorney as to whether the Agreement can be signed before Town Meeting approval for the project. Chris has provided BSC with a copy of the Consultant Agreement for review.

Chris will need a signed resolution authorizing Bonnie to sign the State Agreement. Mary Jo has requested a resolution template from Chris. The resolution could be added to the next Board of Selectmen's meeting of 12/16/13.

Project Schedule: Mary Jo reported that BSC has been requested to provide a schedule.

Mary Jo reported that on 11/27/13 Chris indicated that his team was estimating construction start for 2015 and that there was about 3-4 months (one season) of work. Chris inquired as to our thoughts on work occurring during the summer and said that a premium would be paid if construction could not be completed in one season e.g. Spring start, Summer stop and Fall start. His request will be put in writing. Frank believed we had a 2014 start date in mind and Summer work was not the plan. Chris has indicated that if the tasks needed to complete the plans/documents were ready so we can advertise for construction by June 2014, then a Fall 2014 construction start would be possible provided BSC Group could start then.

The Committee considered that having worked on the conceptual design, BSC Group should have some things to draw upon for the design process which will save time. Frank felt that the most time consuming part of the project is design, not site work. Bonnie stressed that the plan was the most important part of the project and that Town approval depended on the right plan. There was agreement with Angelo who shared that the project had to be done right even if it took longer, including rest room facility placement.

Inland Wetlands and Waterways Commission (IWWC): The meeting originally scheduled for 11/26/13, was canceled. The meeting was re-scheduled as a Special Meeting to 12/3/13. Kurt Prochorena of BSC Group, Bonnie, Frank and Mary Jo will attend the Special meeting of the IWWC to answer any questions from the Commission and request a determination on jurisdiction before applying for a permit as suggested by the IWWC Chair. The Committee examined a map, which shows that the project is about 145 feet from the retention pond which is outside the upland review area of 100 feet. It was noted that several recent projects which are closer to the retention pond have not been required to flag the wetlands. The Committee will have to include any such work in the scope of work.

Motion to Adjourn at 6:50 PM by Frank and seconded by Frank. Members voting: Frank, Angelo, Bonnie and Mary Jo. Motion to approve unanimously carried.

Next Meeting: TBD

Submitted 12/3/13 by: Mary Jo Nosal
Acting Clerk