

## **Sound View Bike Path and Improvements Project Unapproved Minutes**

Tuesday, September 11, 2013

Meeting Hall of Old Lyme Memorial Town Hall  
52 Lyme St, Old Lyme, CT

- Meeting was called to order at 5:05 PM
  - Voting member present: Bonnie Reemsnyder, Angelo Faenza, Jean Davies, Skip Sibley and Mary Jo Nosal. Not Present: Frank Pappalardo
  - Non-voting attendees: Kurt Prochorena of BSC Group
- Approval of Meeting Minutes
  - Minutes of the 8/20/13 meeting were approved 3-0 with two abstentions.
- Draft Scope of Services
  - Kurt reviewed the refinements in the document from Chris Faulkner of VHB, and Jean.
  - Discussion followed including the request to add more discussion on utilizing native, environmentally appropriate plantings. Kurt agreed to include the tree warden in the review process.
  - Jean to follow-up with Chris Faulkner regarding a means to address Rt 156 regional improvements that will address as approved under MAP21.
  - Chris has sent draft scope to applicable DOT offices.
  - Scope and draft timeline to be completed by Kurt.
- QBS Update
  - Kurt is working on initial man hour iteration for review and cost estimation.
  - Chris will meet with town committee representatives to review the man hour document after his initial input with Kurt.
  - Negotiation Committee will meet with BSC Group to finalize man hours and estimation.
  - State Agreement and Vendor Contract will be provided to Town Attorney for review. The State review of the State Agreement can take up to 4-6 weeks. However, we will utilize the standard Agreement provided by Chris.
  - Bonnie will update the Board of Finance on the project status at their next meeting.
  - Informational session for community in October to discuss scope and cost.
  - Efforts to have information available at town functions discussed.
  - Fall Town Meeting to appropriate funds for project design will be set by the Board of Selectmen.
- Meet adjourned by unanimous vote at 6:00 PM

Next Meeting: TBD at the Old Lyme Memorial Town Hall

Submitted 9/13/13 by: Mary Jo Nosal  
Acting Clerk