

## **Unapproved Minutes of the Sound View Bike Way and Improvements Committee**

Meeting of Monday, January 6, 2014 3:30 PM  
Old Lyme Memorial Town Hall 52 Lyme St. Old Lyme, CT

Meeting called to order at 3:35 PM

Committee Members Present and Voting: Angelo Faenza, Frank Pappalardo, Bonnie Reemsnyder, Skip Sibley and Mary Jo Nosal. Guests: Rob Haramut of the RCOG for Jean Davies, Kurt Procherena of BSC Group and Chris Faulkner of VHB.

Discussion: ConnDot Approval of Negotiations

Mary Jo noted that she had forwarded an email received that afternoon from Jean in which she offered some ideas on re-negotiation and a pre-fab provider of restroom facilities.

Chris Faulkner of VHB provided a draft copy of a letter dated 1/3/14 from ConnDot, Department of Bureau of Engineering and Construction, approving the proposed project scope and fees negotiated with BSC Group for the design and specifications of the project. However, the State reimbursement of the architectural fee will be capped at the project application estimate of \$10,000 because the restroom facility is considered ancillary to the transportation focus of the grant. Architectural fees above \$10,000 will be the full responsibility of the town. The \$10,000 fee will be eligible for the 80/20 split. Chris had also conveyed this in an email dated 12/24/13.

Clerk note: Under the grant requirements of the QBS process, the Committee was required to negotiate only the project scope and man-hours. The fee was applied to the resulting hours by the State liaison, VHB. Due to the recognized high cost of architectural design for the restroom facility, the fee included a recommended place-holder of \$35,000.

The Committee spent considerable time discussing this provision and the implications to the project. Bonnie reiterated that the design and specifications of the project is the key to the successful support of the project in town.

The Committee noted that the expense of a composting toilet facility ( $\approx$ \$250K) was part of the original application submitted and ultimately approved. Kurt concurred and added that BSC had carried \$120K in the estimated costs for the composting system. Chris felt this was not well understood by his group. However, it was discussed that the State will not be interested in negotiating the 10% cap as the bathroom facility is considered ancillary to the inter-modal transportation concerns of the grant. The Committee examined the savings a flush restroom facility would have to a composting facility. Chris raised the need to discuss the timeline for full public utilization of a flush system with the State.

Chris reviewed the additional provision discussed from the meeting with the State DOT that as the restroom is ancillary to the transportation focus of the project, reimbursement for its construction will be covered under the terms of the grant (80/20 split) if the construction cost is within 10% of the overall total. Anything that exceeds 10% will be the responsibility of the town.

The Committee discussed with Chris the flexibility to fund State approved pedestrian amenities or improvements under the grant provided the costs of these enhancements fall under the costs detailed in the State-Town Agreement.

Discussion: Agreements

Kurt Procherena of BSC Group will provide a subcontractor architectural recommendation that can meet the new requirements while providing the local adherence to Code. Kurt stated that the template Town-Vendor Agreement was acceptable by BSC Group.

Bonnie will provide the State with a letter of understanding based on the 1/3/14 letter. Bonnie will query the Town Attorney regarding the review of the template Agreements.

Chris will need a signed resolution (he provided a template in December) authorizing Bonnie to sign the State Agreement. He will put together the Agreements which will include cost and contingency budget.

Misc: Town Meeting

Given this modification to the funding for the restroom and resulting need for input from BSC, a public information session and Town Meeting will not be held before February 2014.

Motion to approve minutes: Motion to approve the meeting minutes of 12-3-13 by Frank and seconded by Angelo. Motion carried unanimously.

Motion to adjourn: Motion to adjourn at 4:40 PM by Angelo and seconded by Frank. Motion carried unanimously.

Next Meeting: TBD

Submitted 1/8/14 by: Mary Jo Nosal  
Acting Clerk