

TOWN COUNCIL
PLANNING & ZONING SUB-COMMITTEE

MEETING MINUTES

Wednesday, April 19, 2017
6:30 PM
Town Hall

Attendance: Councilman Kevin Reid, Chairman (“KR”)
Councilman Terry Rooney, Secretary (“TR”)

Apologies: Councilman Nicolas Kapoor (“NK”)

1. Call to Order
 - a. KR: 06:30
2. Approval of Minutes from previous meeting
 - a. Approved
3. Liaison Discussion
 - a. Planning & Zoning
 - b. Park & Recreation (minutes of discussion in New and Old Business)
 - a. Tennis Courts
 - b. Wolf Park Fields
 - c. Economic Development Committee
 - d. Public Works
 - e. IT & Facilities
4. Old Business
 - a. Wolfe Park Fields
 - i. Overflow lot has been approved by the Inland Wetland Commission on April 12, 2017.
 - ii. The plans, both the parking lot and the field, now return to the Planning and Zoning Commission for their consideration.
 - iii. Frank Cooper anticipates a May date for the plans to be reviewed.

5. New Business
 1. EDC – no discussion
 2. Park & Rec – Tennis Courts
 - a. The tennis court project is continuing on schedule with the contractor setting the forms and the cables to receive the concrete which scheduled for pouring early next week. The courts will now be tensioned concrete instead of the standard bituminous asphalt. The concrete will have a 28-day cure time. During that time, the cables will be tensioned by 30 lbs each time as the curing process takes place. This will control shrinkage and prevent cracking of the slab.
 - b. Color coating and striping of the courts will take place after curing.
 - c. Fence posts have been installed and the light poles painted.
 3. DEEP (Renamed Interlocal LOTSIP Proposal)
 - a. Scott Schatzlein presented: LOTSIP Capital Improvement projects funneled through MetroCOG. Money available for projects that can expedite the capital project process. One of the types of projects is for intermodal transportation (multi-use trails, bikes, etc...). This is very interesting to the Fed as well.
 - b. Scott submitted an application for Bike Trail linkage to LOTSIP. LOTSIP is different because the State has taken the State responsibility and put it on the town. There is a benefit to the town, because they cut a check to the town prior to start. In this case, to the funding of \$1.4m.
 - c. Scott provided the published plan and application to the subcommittee.
 - d. Scott mentioned that with LOTSIP – the town must pay for the design up front. So instead of getting reimbursement (105) throughout the project, the State provides one check for all but the design. Scott budgeted \$150k for the engineering design (10%). This is a typical percentage for design of a project of this type: not a road project, no electrical, no drainage, etc...
 - e. This trail will have retaining walls, it contains flood plain, wetlands
 - f. Scott's ask – can he put together an RFP to the 3 approved firms: Beta Group (Wethersfield), Malone & McBroom (Cheshire, and StanTec Consulting Svc (New Haven). Proposed for 150k, approved 100k in Town budget, but RFP will return the cost for the design.
 - g. Scott is hoping that by July we would have a design firm selected from the RFP. That means RFP responses in early June.
4. Public Participation
 - a. None
5. Adjournment
 - a. KR Motioned, TR seconded - 7:20

This meeting meets accessibility requirements for the disabled. Those persons requiring special accommodations should contact the First Selectman's Office as soon as possible (203) 452-2821.