

**Torrington Development Corporation  
Joint Executive and Project Committees**

Wednesday, June 9, 2010, 8:00 am  
TDC Office

**Executive Committee Members Present:** J. Baer, R. Bingham, E. Carbone, J. Lalonde, P. Herbst, V. Muschell.

**Project Committee Members Present:** J. Baer, M. Connor, E. Fabbri, P. Herbst, M. Maskovsky, M. McEachern.

**Others in attendance:** V. McDermott and G. Fontanella (Milone & MacBroom), A. Daly, T. Chamberlin, B. Baxter, J. Scharnberg, K. Litton [Republican American], Mike Aglioti [Register Citizen]

Quorum of both committees present.

8:05 a.m. Meeting called to order by President Baer.

**Prior Minutes**

Minutes of Executive Committee meeting 4/16/10. Motion to approve – J. Lalonde; 2<sup>nd</sup> – V. Muschell;  
Approved

Minutes of Project Committee meeting 4/28/10. Motion to approve – M. McEachern, 2<sup>nd</sup> – M. Maskovsky;  
Approved

**Project Committee:** Peter Herbst, Chairman turned meeting over to Milone and MacBroom, Consulting Engineers.

Vince McDermott & Gary Fontanella summarized the preliminary plans for presentation at the public meeting which are available in written form at City Clerk, EDC office, City Engineering Dept and TDC headquarters. The report is considered preliminary until Project Committee review and modification as warranted by comments of the public meeting. What is different in this version of plan is outside review of construction costs; O&G reviewed cost estimates at Milone & MacBroom request, adjusted estimates are in report. G. Fontanella indicated the 7 columns related to stages of the project and total numbers reflect current market estimates. He assumed in the numbers that the contract items would be bid as a whole. An additional 10% was included as contingency. The \$8.5M contract items plus incidentals (shown as a percentage of the contract items), inspection testing oversight and final design fee will amount to \$10.7M overall construction-related costs. This assumes a bid for overall project as one single project. No acquisition and relocation costs or administration costs are included in this project document nor is any major utility relocation included. Other incidental costs depend on

money raised – conditions of grants etc., e.g., the specific requirements of DOT grants v. block grants. Incidentals could be 23% of itemized numbers (best guess based on where funding dollars comes from). All utility upgrades, etc. are discussed in the report but cost not included. Amounts for cost of an East Main Street streetscape outside of project scope not available at this time.

**General Discussion:** After PIM meeting on June 16, 2010, the Project Committee will take under advisement comments made at PIM. The Phase 1 document will then be finalized and submitted to DOT for information and feedback. At that point, the final regulatory process will start; 1<sup>st</sup> thru city I/W commission, P&Z, 2 permits from DEP for flood mgmt. certification and stream/channel encroachment. DEP permits required due to change in point of discharge for drainage on Main St. City Council involvement not needed until project needs to advance with Project acquisition dollars. Site plan approval rests with P&Z, I/W under Wetlands oversight. The document will go to DECD as well as DOT for approval during this process; the exact point undetermined at this time. When money for implementation is needed the City Council will be involved, and a referendum will be called to appropriate the expenditure of dollars toward the project. McDermott inquired to P&Z officer M. Connor with respect to owners' approval needed before P&Z approval can be issued. Connor indicated that 'owners can sign off on making application subject to certain provisions' etc. He indicated the owners will want some definitive idea of what will happen to their property.

One of grants requested is a Transportation Enhancement Act grant – designed for the overall project not just a single phase of the broad project; this is critical to the City match to the overall funding.

Preparation for PIM – legal notice appeared this a.m. in the Register Citizen, stakeholders and abutting neighbors notified by mail, meeting is confirmed at the City Council Chambers at 7 p.m. on June 16, 2010. V. McDermott plans for an introduction by J. Baer as TDC President and other appropriate VIP introductions. McDermott will provide a brief presentation of project; M&M will bring displays & staff. J. Baer will moderate the meeting including a Q&A opportunity. A verbatim transcript is not required but a summary is needed. People will be provided a sign-in sheet for DOT record-keeping.

General discussion of what can be expected at a public information meeting v. public hearing ensued. There was sense of agreement that the Parking component could be part of the discussion items. Agreement to follow up with J. Paganini regarding a summary of options to be available to respond to questions if the parking matter arises; but not too much detail as decisions have not been made.

**Executive Director Report:** B. Baxter summarized what is occurring presently: legal requirements have been met, PR options to consider, review of 3-D plan (rejected due to costs @ approximately \$5000. Main St. Marketplace in summer (the nine week

Thursday night farmers' market and festival), will share a tent with the NW Arts Council displaying plans starting July 1. Street to be blocked – put tents where new sidewalks will be to give people an idea of what the improvements will look like. Summer schedule: B. Baxter will be out of contact June 11 through June 27.

Priority plan going forward is to focus on funding TDC and broader project costs post-PIM.

TDC to monitor Lighthouse bankruptcy transaction per comments of J. Lalonde.

**Adjournment:** Motion to adjourn; J. Lalonde 2<sup>nd</sup> – E. Carbone  
Approved; 8:33 a.m.