



TOWN OF THOMPSON

Planning & Development

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REGULAR MEETING – BAR Brownfield Area-Wide Revitalization (BAR) Grant Sub- Committee
Friday, April 9, 2021 – 9:00 AM
VIA ZOOM

https://us02web.zoom.us/rec/share/i5kncCIUBj_NkjfITVfZli9kV-VC-luee8BOGLXOz68wb9_Vr1dDLgajIT3ftI58.rF7BcYnp0QK6bljN

Passcode: GXMJ!V03

Or Youtube: <https://www.youtube.com/watch?v=6dfBdWqDX1E>

Attending: J. Blanchette – Chair, B. Davis, J. Hall, S. Lewis, N. O’Leary (enters 9:05), R. Waldron (enters 9:21);
A. St Onge – First Selectman; T. Penn-Gesek – Director of Planning & Development

AGENDA

1. CALL TO ORDER - 9:06 a.m.

2. APPROVAL OF MINUTES

a. March 26, 2021 Special Meeting

J. Hall moves to accept the minutes with two corrections – her first initial in the list of members in attendance to be changed to “J. Hall” from “N. Hall”; and Janet’s name is incorrectly shown as “Janey” on p.2 under the discussion of the bus shelter

B. Davis 2nds

Passes unanimously

3. CORRESPONDENCE – will be discussed under committee business

4. CITIZEN COMMENTS - none

5. COMMITTEE BUSINESS

a. LOTCIP Route 12 sidewalk project

i. Construction – admin contract, schedule, etc

- J. Blanchette had a phone conversation with Y. Lin of Freeman Co in order to clarify to what activities the “incidentals” and “contingencies” within the LOCTIP award could be applied. “Incidentals” may only be used for inspection and materials testing (\$175k of the total grant award).
- J. Blanchette was able to further ascertain that the reason some local towns have been able to use funds for inspection by municipal depts. is that those incidentals may be applied as reimbursement back to the towns for those eligible activities, as well as for grant administration (bookkeeping).

- T. Penn will follow up with J. Larkin regarding how municipalities would track their labor for reimbursement under those standards
- The ITB (Construction) and RFP(Inspection) need to be prepared and posted simultaneously. The ITB is part of Freeman Co's current contract. J. Blanchette will draft an RFP for inspection and provide to T. Penn & R. Benoit for further comment. Freeman will also be asked for their comments on the appropriate scope of work for the RFP. It is agreed by the committee that it does not represent a conflict for Freeman to then submit a proposal for the inspection contract. The draft RFP will also be forwarded to V. Staroverov at DOT for the department's input prior to publication.
- Further clarification regarding DBE set-asides: the standard LOTCIP projects must meet is the State's requirements for SBEs (Small Business Enterprises)
- T. Penn and R. Benoit have both had phone conversations with a gentleman from the DOT construction division for District 2. They are inquiring about the project timeline, but Freeman has not received final comment back from the District 2 review team. T. Penn will send an inquiry by Wed 14 April to A. Morill & D. McBride to confirm when they expect to turn those comments around to Freeman.
- Y. Lin further clarified to J. Blanchette that funds for "contingencies" are meant to adhere closely to the approved SOW, only covering unforeseen expenses that exceed initial estimates. They cannot be used to add elements that were not originally approved.
- T. Penn suggests that she and A St Onge should review the requirements for use of the ARP funds that will be coming to municipalities. It may be that additional improvements for public safety such as the lighting suggested at Town Hall and the Rawson Ave intersection may be eligible.
- B. Davis asks about the timeline for the Blain Rd intersection. R. Benoit had mentioned in a staff meeting that the plan is currently for late summer.

b. John Gumpert liason/River Mill site plan submission status

No recent updates

c. Other Committee Business

- T. Penn mentions that the BAR grant is down to its last 5% of remaining funds. This is as planned, with the Freeman Co design contract expected to exhaust the grant funds by the end of June.

6. MEMBER COMMENTS

- J. Hall compliments S. Lewis on his excellent and entertaining minutes from the March Special Meeting
- J. Hall also confirms that she will be participating in the development of the Affordable Housing Plan. First project meeting is via Zoom Monday 12 April @ 3 p.m.

7. ADJOURNMENT – 9:42 a.m.

Respectfully Submitted,

Tyra Penn-Gesek

Director of Planning & Development