

MINUTES – DRAFT

CITY MEADOW COMMITTEE MEETING

May 11, 2016

Call to Order: A quorum being present, Chair Mary (“Molly”) Ackerly called the City Meadow Committee to order at 7:04 p.m. at Norfolk Town Hall.

Attendance: Committee members Molly Ackerly, Adair Mali, and Jim Stotler. Susan Dyer, First Selectman, was also present, as were Ronald Zanobi, John Anderson, and Willard Wood.

Minutes: Upon motion made and duly seconded, the draft minutes of the regular meeting on April 11, 2016 were unanimously approved.

Correspondence: There was no correspondence.

Discussion: Molly Ackerly reported that at its meeting on May 10th, the Planning and Zoning Commission determined that the application previously submitted was incomplete. Among other concerns, the commission wants a more complete site plan that depicts the parking areas and pedestrian access as currently planned (the site plan prepared by Steve Trinkaus refers to the parking areas and Station Place access as “future improvements”).

After some discussion, it was agreed that parking spaces on Route 44 should be eliminated, in part because sight lines necessary for ingress and egress from the parking area would necessitate the elimination of some on-street parking. In addition, the parking area on Shepard Road should be modified to eliminate any parking spaces in the wetland area. Molly Ackerly and Sue Dyer will confer with Michele Sloane concerning the additional information needed, and then ask Steve Trinkaus to prepare a revised site plan for submission to P&Z and Inland Wetlands.

A discussion followed with Ron Zanobi, who had reviewed Steve Trinkaus's drawings at Sue Dyer's request. Ron had prepared a list of questions and comments concerning the plans, which he reviewed in detail with the committee. Based on Ron's comments and the ensuing discussion, it was agreed that more work will need to be done before plans can go out to bid. For the submissions to the Army Corps of Engineers and the state DEEP, conceptual drawings were sufficient. While Steve's drawings do include some details concerning construction, considerable more detail will be required in order to produce contract drawings. It will be necessary for the town (or Steve Trinkaus, on behalf of the town) to engage the services of a structural engineer.

Sue Dyer explained that the town does not have the funds to pay for any more engineering work at this time. At the recommendation of Dimple Desai, of the Department of Housing, Sue Dyer has requested an extension of the Main Street grant. Any decision concerning obtaining detailed contract drawings, in order to send the project out to bid, will have to await an answer from the state as to whether the Main Street grant will be extended.

The committee, in conjunction with Sue Dyer, will continue to pursue approvals from the Planning and Zoning and Inland Wetlands Commissions. However, any other work will need to be deferred until funding can be secured.

Public Comment: John Anderson expressed disappointment that the stormwater treatment features had been reduced from those reflected in the initial submission to the Army Corps of Engineers and to DEEP. It was explained that the DEEP and the Corps had insisted on the changes. John also recommended that, when the work is done, removal of the invasive species on the east slope of City Meadow should be included in the plans, to reduce the likelihood of their spread into the construction area.

Next Meeting: The next regular meeting is scheduled for Monday, June 13th.

There being no further business, the meeting was adjourned at 9:12 p.m.

Mary M. Ackerly, Acting Secretary
Date: _____