

Board of Selectmen Meeting
February 2, 2022
4:30 PM Zoom

Present Via Zoom: Matthew Riiska, Sandy Evans, Paul Madore, Barbara Gomez,
Phylis Bernard, John Deshazo and Ruth Melville

The meeting was called to order at 4:33 p.m.

Public Comments: None

Minutes: January 5, 2022

MOTION M. Riiska to table the minutes of the January 5, 2022 meeting so that they could be posted to the website prior to approval. Second S. Evans. Carried unanimously.

Reappointments: Conservation Commission

The following Conservation Commission members are up for reappointment with the new terms to expire 2/17/25: Elizabeth Borden, Shelley Harms, Martha Klein, Susannah Wood and Samuel Williams (alternate).

MOTION S. Evans to reappoint the above listed members to the Conservation Commission with the terms to expire on 2/17/25. Second P. Madore. Carried unanimously.

River Place Bridge Funding & Mountain Road Bridge Funding

- M. Riiska reported that we have received the bids for both bridges. The Mountain Road bridge was approved two years ago but we had to go back out for bid because the State of CT held back the funds due to the COVID pandemic.
- River Place Bridge bid - The construction costs for the River Place Bridge will be \$2,677,782.00 of which the Town is responsible for 20% (\$535,556.40). With the addition of the required inspection, engineering and DOT managing fees the total increases to \$3,028,082.00 of which our final portion will be \$605,616.40. (See attached projected costs)
- Mountain Road Bridge bid – The original cost was \$620,000.00 but because of inflation, adjustments to the approach wall and a new water line the cost has increased to \$1,291,838.10. Add another \$110,000.00 for inspection and engineering costs and the price is now \$1,401,838.10. The Town will be responsible for \$395,919.05. (See attached projected costs)
- M. Riiska has reached out to local banks including Salisbury and National Iron Banks, as well as TD Bank for information regarding borrowing. He would like to keep the cost to the Town at no more than \$100,000.00/year for both bridges as the Town has other projects and expenses coming up. A Town Meeting will be held in the next few weeks so that we can move forward with this project. The meeting will be posted on the Town website and in the Republican-American.

2022/23 FY Budget (Matt Riiska)

- Budget information was sent to all departments and committees to update for FY 22/23 and return to the Selectmen's Office.
- M. Riiska is looking at a 2.5% raise for Town Hall employees to match the union and school employee increases.
- The new tanker truck for the NVFD is on order. Down payment was placed.
- Refurbishment of the tennis courts at approximately \$95,000 is under consideration.
- One of our truck engines had to be repaired at \$8,500.
- A new plow needs to be purchased.
- The 2007 and 2010 plow trucks are getting close to the end of their life expectancy and we should consider a smaller plow truck which would be easier on the roads and more cost effective to maintain.
- Public Works overtime discussed

First Selectmen Report

- M. Riiska received an agreement from MIRA (Materials Innovation and Recycling Authority) regarding the disposal of our municipal solid waste, bulky waste and recyclables. Our current rate is \$107/ton and will increase to \$114/ton under the new contract. The following year it will increase to \$124/ton and top out at \$141/ton in 2027. We have few options other than residents making a stronger effort to reduce their amount of waste and increase their recycling. M. Riiska discussed the agreement and the future plans of the waste disposal sites.
- M. Riiska presented and read a resolution for the Mountain Road Bridge authorizing him to sign the Local Bridge Program Supplemental Application and any associated agreements between the State of Connecticut and the Town of Norfolk.
MOTION S. Evans to authorize Matt Riiska to sign the resolution. Second P. Madore. Carried unanimously. (Copy attached and a permanent part of this record)
- Maple Avenue – Cardinal Engineering has completed preliminary drawings and plans for the refurbishment of Maple Avenue. This includes drainage and sidewalks. Matt discussed some of the drainage issues. An informational meeting will be held on Monday, February 7th at 6:00 p.m. at the Town Hall (upstairs). Masks required. All Maple Avenue residents have been notified and it is also posted on the website.
- Landfill Solar Project – Lodestar Energy is moving forward and a meeting will be held next week. We are closer to having a contract.

MOTION S. Evans to adjourn at 5:20 p.m. Second P. Madore. Carried unanimously.

Respectfully submitted,

Barbara Gomez, Secretary

Project	Cost	Town Portion	Notes
River Place Bridge			80% Fed Reimbursement
Construction	\$ 2,677,782.00	\$ 535,556.40	
Inspection/Engineering	\$ 288,300.00	\$ 57,660.00	
CT-DOT	\$ 62,000.00	\$ 12,400.00	PAL #
	\$ 3,028,082.00	\$ 605,616.40	
Mountain Road Bridge #1			50% State Reimbursement
Construction	\$ 1,291,838.10	\$ 645,919.05	
Inspection/Engineering	\$ 110,000.00	\$ 55,000.00	
	\$ 1,401,838.10	\$ 700,919.05	
Reimbursement from Aquarian	\$ 305,000.00	\$ 395,919.05	Aquarian will be paying for the watermain replacement.
Bridge Loan Totals		\$ 4,429,920.10	
Long Term Financing Totals		\$ 1,001,535.45	

RESOLUTION

Project Description:

Local Bridge Program

State Project No. 9097-9001

Bridge Number: 097-004

Bridge Location: Mountain Road over Norfolk Brook

Town/City/Borough of Norfolk

Be it RESOLVED, that, Matthew Riiska, First Selectman
name title
of the Town/City/Borough of Norfolk is authorized to sign the LOCAL
BRIDGE PROGRAM SUPPLEMENTAL APPLICATION and any associated agreements
between the State of Connecticut and the Town/City/Borough of Norfolk
for Mountain Road over Norfolk Brook, Bridge No. 097-004.
(road carried over feature crossed)

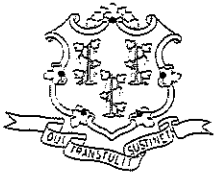
ADOPTED by the Board of Selectmen of the Town/City/Borough of
(legislative body)
Norfolk, Connecticut

on February 2, 2022.
(date)

Linda S Perkins
Signature of Clerk

2/3/22
Date

(Municipal Seal)



CONNECTICUT DEPARTMENT OF TRANSPORTATION
LOCAL BRIDGE PROGRAM
SUPPLEMENTAL APPLICATION



C.G.S. SECTIONS 13a-175p through 13a-175u, as Amended by P.A. 13-239

Supplemental Application is hereby made by the Town/City/Borough of Norfolk
for consideration for funding under the provisions and regulations of the Local Bridge Program
for Fiscal Year 2021 for the following structure:

Bridge Number: 097-004 State Project Number: 9097-9001
Bridge Location: Mountain Road over Norfolk Brook
Span Length (existing/proposed): 15 / 18 feet Width (existing/proposed): 21 / 28

CT Professional Engineer Responsible for Project Design:

Name: Joseph A. Cermola III, P.E.
Firm: Cardinal Engineering Associates, Inc.
License No.: 12757 Telephone: (203) 238-1969 FAX: (203) 630-2056
Street Address: 180 Research Parkway
City, State, ZIP: Meriden CT 06540
E-Mail: jac3@cardinal-engineering.com

Municipal Information:

Name & Title of Official Contact: Matthew Riiska First Selectman
Street Address: PO Box 592
City, State, ZIP: Norfolk, CT CT 06058
Telephone Number: (860) 542-5829 FAX: (860) 542-5876
E-Mail: firstselectman@norfolkct.org

Project Schedule:

	<u>(MM/DD/YYYY)</u>
Final Design (Accepted by Municipality)	<u>11/17/2021</u>
Rights-of-Way (Acquisition Complete)	<u>11/17/2021</u>
Utilities (Coordination Completion)	<u>11/17/2020</u>
Public Meeting (Conducted)	<u>01/06/2020</u>
Construction Advertising	<u>12/15/2021</u>
Construction Contract Award	<u>02/16/2022</u>
Construction Start	<u>04/11/2022</u>
Construction Complete	<u>10/07/2022</u>
Audit Submittal	<u>04/12/2023</u>

LOCAL BRIDGE PROGRAM

SUPPLEMENTAL APPLICATION

Existing Conditions: Attach description of existing conditions, including engineer's evaluation.

Scope of Proposed Project: Attach detailed description of the proposed Project, including Final Plans, Specifications, Detailed Estimates & other pertinent data.

Checklist:

<input checked="" type="checkbox"/>	Plans
<input checked="" type="checkbox"/>	Specifications
<input checked="" type="checkbox"/>	Engineer's Final Estimates
<input checked="" type="checkbox"/>	Load Rating Documentation
<input checked="" type="checkbox"/>	R.O.W. (if applicable)
<input checked="" type="checkbox"/>	Utilities (if applicable)
<input checked="" type="checkbox"/>	Hydraulic Design Report – must include compact disk (if applicable)
<input type="checkbox"/>	Scour Evaluation Report – must include compact disk (if applicable)
<input checked="" type="checkbox"/>	Municipal Meeting Minutes
<input checked="" type="checkbox"/>	All Permits Acquired: Local, State, Federal (as applicable)

Project Cost Data

	<u>Preliminary</u>	<u>Updated</u>
Preliminary Engineering Fees (Include Breakdown of Fees)	\$ 82,500.00	\$ 92,950.00
Rights-of-Way Cost (If Applicable)	\$ 25,000.00	\$
Municipal Utility Relocation	\$ 25,000.00	\$ 83,670.00
Estimated Construction Costs (Include Detailed Estimate)	\$ 504,000.00	\$ 872,260.00
Construction Engineering/Incidentals (Inspection, Materials Testing)	\$ 130,000.00	\$ 140,000.00
Contingencies (10% of Construction Costs Only)	\$ 50,400.00	\$ 95,593.00
Total Estimated Project Cost	\$ 816,900.00	\$ 1,284,473.00

Financial Aid Data

Project Grant:

Municipality's allowable grant percentage: 50.00 %

$$\frac{\$ 1,284,473.00}{\text{(Total Project Cost)}} \times \frac{50.00}{\text{(Grant \%)}} = \$ 642,236.50$$
(Total Grant Amount)

LOCAL BRIDGE PROGRAM
SUPPLEMENTAL APPLICATION

CERTIFICATIONS:

I, Matthew Riiska, First Selectman, duly authorized
*name**title*
by the (Town, City, Borough) of Norfolk as so signified by
the attached authorization, do certify and attest to the following:

1. Approval and acceptance of all plans, specifications and estimates. Any digressions from AASHTO and Connecticut Highway Design Manual guidelines have been made in accordance with Section 13a-86a of the Connecticut General Statutes and documentation has been retained in the project records.
2. That all R.O.W. activities associated with the project have been addressed or will be completed by the start of construction and, by a certified appraiser, that the purchase price of all properties being acquired represents the fair market value of such property.
3. That the Municipality owns or has the responsibility for maintaining the structure for which funding is sought and will be responsible for all future maintenance of the structure.
4. That all public and private utility relocations have been addressed.
5. That the design loading for the structure complies with the requirement of the Regulations for the Local Bridge Program.
6. That all permits required from Federal, State, and local agencies have been obtained, and all applicable permits, regulations and executive orders will be complied with.
7. That this project complies with National Flood Insurance Program requirements and the Municipality's Flood Management ordinance or regulations, if applicable.
8. That the hydraulic design is in conformance with the requirements of the program regulations, and that an appropriate scour evaluation has been performed.
9. That separate accounts have been established specifically for this project and all additions or disbursements will be made therefrom.

Signed

Matthew Riiska

Date

3-FEB-22

Title

FIRST SELECTMAN

Municipal Seal

LOCAL BRIDGE PROGRAM
SUPPLEMENTAL APPLICATION

CERTIFICATIONS By a Connecticut Licensed Professional Engineer:

I, _____, do hereby certify:
name

1. That the design loading complies with the requirements of the program regulations.
2. That the completed structure is designed to have at least a 20-year life.
3. That the design reflects the latest AASHTO LRFD Bridge Design Specifications requirements for structures of that type, or previously approved digressions from those standards based upon sound engineering judgment.
4. That the geometric design reflects the latest Connecticut Highway Design Manual requirements, or reasonable digressions from those standards based upon sound engineering judgment.
5. That the hydraulic design is in conformance with the requirements of the program regulations, and that an appropriate scour evaluation has been performed.
6. That any deviations from AASHTO and ConnDOT standards have been authorized by the municipality, do not present an increased risk to the public, and have considered all factors listed in Section 13a-86a of the Connecticut General Statutes.

Signed _____

Date _____

Title _____

Conn. P. E. Registration

(Stamp or Seal)

By a Certified Appraiser: (If Applicable)

I, _____, hereby certify that the appraised property values reflect the current fair market value and are fair and reasonable.

Signed _____

Date _____

Title _____

Certification Number