

TOWN OF BROOKFIELD
JOINT MEETING: BOARD OF SELECTMEN & CDBG ADVISORY
COMMITTEE
TOWN HALL, SELECTMEN'S OFFICE

MINUTES OF JANUARY 19, 2010

SPECIAL SESSION

Chairman Rudy Heller called the meeting to order at 9:04 am. Other members present: James W. Allen and Peter S. O'Connell.

Camera Operator: None

Press: None

Public: Robert Mellstrom, Stantec; William Scanlan, Grant Writer/Administrator; and David Holdcraft who joined the group about 11:20 a.m.

CDBG Members: James Allen, Bruce Clarke, Herbert Chaffee, Donna Neylon (excused: Lucinda Thompson, Arthur Jay)

The purpose of the meeting was to review the recommendations of the arborist regarding the trees involved in the CDBG-R project scheduled for Common and Lincoln Streets.

Mr. Mellstrom explained that he needs to be ready to go out to bid by the end of January in order to be able to take advantage of the time of year and economic situation. It is his intent that the bids would be received and opened by the end of February. He explained that if we wait the contractors could be booked for the year.

Mr. Scanlan explained that the project must be completed (closed) by December 31, 2010 or we would have to ask for an extension which may or may not be granted. He further stated that there would need to be some changes to the bid specifications because of new legal provisions such as "buy American" and additional DEP & EPA involvement deadlines.

Mr. Heller explained that during the discussion of the trees at the January 12th Selectmen's meeting, questions arose as to whether or not the proper approvals had been received by the various Historical agencies. It was learned that the project has all of its necessary approvals. Other questions were raised by members of the Bannister Common & Mall Committee and the Board would like to resolve those questions at this time.

Bill Scanlan explained that it is not too late to make changes but reminded the Selectmen that the design had been approved by the Board about two years ago with the initial application. The project had not been completed due to a lack of funding by the grant. He suggested that the group first look at the concerns and changes that would affect the bid specifications and assured them that all public hearings mandated had been held for this project.

Bob Mellstrom explained that the plans had been drawn up as a result of a number of meetings with the CDBG AC.

Due to estimated costs for the project, the CDBG AC (Community Development Block Grant Advisory Committee) had voted that the work on Lincoln Street Extension would be bid as an “add alternate”. This means that if the bids for the other part of the project “come in low”, some or all of the work on the Extension may be done with grant money.

There was some discussion of drainage from homes on Lincoln Street and from the Library to be done by the Highway Department; it was the intent of the Highway Superintendent to use Chapter 90 funding for this work which could then be considered “in-kind” work.

Common Street:

Topics of concern for Common Street were listed as:

- Curbing on Common Street
- Width of Common Street
- Removal of trees
- Infrastructure work under the road

Trees: Mr. Lacey’s report (arborist) will be incorporated into the revised plans. During the discussion, Mr. Heller explained that the residents do not want curbing as their parking would be compromised. They currently park on the green belt which is Town land. Mr. Heller said that he believed the residents would accept the curbing if they could keep two trees. Mr. Mellstrom explained that if the trees were kept and parking on the street was allowed, the green area should be enlarged to protect the trees and this would create a “nightmare for parking”.

A street with one travel lane should be a minimum of 18’ wide (travel lane 10’) (parking 8’).

It was suggested that all trees be taken down to make additional parking on the street if the parking is what the residents want.

Bruce Clark noted that there is a liability issue for the Town now since the arborist’s report has been received. If the trees stay and someone is injured or there is property

damage, the Town and the Tree Warden are liable. A “hold harmless” document signed by the residents would not protect the Town or the Tree Warden.

If the project is built as designed, it would cause harm to the trees (as stated in the arborist’s report) and in a very few years, work would have to be redone. This is an additional cost to the Town. Mr. Allen said that the cost to save the trees could be very high.

Bob Mellstrom spoke of tree planting and said that trees planted in the narrow green strip should be smaller or move them to private property. Planting on private property cannot be paid for within the grant. The question of who’s responsibility the tree would be came up.

Jim Allen said that, cost-wise, it was not practical to keep the trees as much as he wanted them to stay and that we should go to great lengths to have appropriate planting in an environmental setting that is best for the historical nature of the Common.

Peter O’Connell suggested leaving the trees until there is a better landscape plan on the Common side. Bruce Clark pointed out that the infrastructure project should be good for thirty (30) years and at least one of the trees wouldn’t last that long.

Mr. Allen made the motion reluctantly to remove the two trees in question on Common Street, at a future time, before the project is finished and to provide the appropriate replacement on the appropriate site; Mr. O’Connell seconded; so voted. Mr. O’Connell voted no.

Curbing: The plan indicates removing and re-setting the curbing on the Common side of Common Street and to install new curbing on the residential side.

With the trees removed, the street width will be twenty feet. Everyone agreed they did not want to encourage more traffic on this street and if it appeared wider, this would happen. No one was in favor of delineating parking on Common Street.

Agreed:

- 20’ from curb face to curb face

- Sidewalks not to be relocated

- Green strip not to be relocated or changed in size

- No parking lines and no parking within 20’ of either intersection (state law)

Lincoln Street:

Bob Mellstrom said that there were only minor changes to Lincoln Street and that he didn’t recommend making changes for the sake of change.

The crosswalk near the Catholic Church was discussed and everyone agreed to add one.

Jim Allen to remove to remove the five trees noted in the Arborist's report on Lincoln Street and at a future time, before the project is finished and to provide the appropriate replacement on the appropriate site; Mr. O'Connell seconded; so voted.

Jim Allen moved to remove the Norway Maple at 14 Lincoln Street and at a future time, before the project is finished and to provide the appropriate replacement on the appropriate site; Mr. O'Connell seconded; so voted.

The bidding process for the tree cutting was discussed. Mr. O'Connell moved that the Town go out to bid for all tree removal, separate from the project but that the stump grinding be part of the project; Mr. Allen seconded; so voted.

Mr. Allen moved to authorize the arborist to be contacted for his recommendation of species, diameter and location for new trees to be planted as part of this project; Mr. O'Connell seconded; so voted. It was expected that there may be a charge for this consultation.

Lincoln Street Extension:

The work that is planned for this work (pending funding) is new drainage, sidewalks and curbing. Since this street is one of the two primary access routes to the elementary school, everyone knew the importance of the work in this area.

Entire project design:

Mr. O'Connell moved to accept the project design as amended during this meeting; Mr. Allen seconded; so voted.

Donna will give a copy of these minutes to Mr. Mellstrom for his reference.

ADJOURNMENT:

At 11:35 pm. Mr. Allen moved to adjourn to Executive Session for the purpose of considering "the purchase, exchange, lease or value of real property, if such discussions may have a detrimental effect on the negotiating position of the governmental body and a person, firm or corporation" which is listed as #6 in the list of reasons for an Executive Session and to return to open session solely to adjourn; Mr. O'Connell seconded; so voted. (Vote: Allen "aye"; Heller "aye"; O'Connell "aye")

Returning from Executive Session with no further business before the Board, Mr. Allen moved to adjourn the meeting at 12:12 p.m.; Mr. O'Connell seconded; so voted.

Respectfully submitted,

Donna L. Neylon, Administrative Assistant

Date approved by Board: _____