

CDBG Advisory Committee
Minutes of December 17, 2009

Present:

Members: Jim Allen, Herb Chaffee, Bruce Clarke, Art Jay, Donna Neylon
Grant Writer/Administrator: William (Bill) Scanlan
Stantec Engineer: Robert (Bob) Mellstrom
Fire Chief: Peter Martell
Excused: Lucinda Thompson

Jim Allen called the meeting to order at 9:03 am in the Kitchen of the Town Hall. The purpose of the meeting was to discuss the Fiscal Year 2010 Grant Application and discuss the CDBG-R project progress.

MINUTES OF PREVIOUS MEETINGS:

There were no minutes to approve.

2010 GRANT APPLICATION:

Trees on Lincoln & Common Street:

The arborist, Ken Lacey, had given a preliminary report and his written report is expected by the end of the year. In his preliminary report, he agreed that it was important to take down the tree by the Bansfield home on Common Street as quickly as possible due to its health and condition.

Bill Scanlan reported that he had asked our representative at DHCD, John Curran, for the approval to pay for the removal of this street from the grant money.

A letter was received from the Common/Mall Committee and they are in agreement with the tree being removed.

Engineering quotation from Stantec:

This quote from Stantec was for work proposed for the Central Street part of the grant application.

CDBG-R PROJECT (LINCOLN & COMMON STREETS):

The draft plans, as presented by Bob Mellstrom, were reviewed by the committee on Lincoln Street, minimal curb line changes, new sidewalk and granite curbing to the south side of the street and replace existing plastic pipe and catch basins, no change to existing concrete pipe; on Common Street bituminous curbing and berm on Lincoln Street Extension, remove and reset granite curbing, new drainage, reclaim and new curbing on the other side, new bituminous sidewalk.

We need to remind the Library Trustees of the work to be done this coming summer.

There will be new hydrants along the project area. Some walkways have steps but can't be put back because of ADA laws. The abutters will need to be notified of this before the work is done.

Donna needs to send e-mail the first ARRA report (October) to Bill and to send the tree report from Mr. Lacey to both Bill Scanlan and Bob Mellstrom as soon as she receives it.

There was no further business and the meeting was adjourned at 10:15 am following the appropriate motion by Herb Chaffee and seconded by Bruce Clarke; so voted.

Respectfully submitted,

Donna L. Neylon, Secretary