

**Draft Minutes**

Town of Kent Streetscape Building Sub-Committee

Special Meeting – via Zoom

Thursday, January 28, 2021

5:30 P.M.

**Call Meeting to Order**

The meeting was called to order by Chairman Mike Gawel at 5:33 PM.

Members in attendance: Mike Gawel, Ed Matson, Jack Nelson, Rick Osborne, John Johnson. Mr. Nelson left the meeting at 5:48.

Also in attendance: Joyce Kearns, Barbara Herbst, Mike Doherty of the engineering firm of SLR Consulting.

**Approval of December 3, 2020 minutes**

Mr. Osborne moved to approve the draft minutes as presented. Seconded by Mr. Gawel. Approved unanimously.

**Update from Mike Doherty**

Mr. Doherty reported that he has submitted the plans for North Main Street and Bridge Street to the state DOT. South Main Street and Maple Street have been removed from the current plan in light of the TAP grant that the Town has received. Mr. Doherty has received feedback on the submitted plans from Gina Gerlach at DOT . She is concerned about maintaining a snow shelf on the east side of North Main Street, in front of the Kent Green and Morrison Gallery and north to the end of the project. Mr. Doherty stated that if the sidewalk is moved closer to property lines it could require additional easement agreements with affected property owners. Mr. Osborne noted that the curb could possibly be moved closer to the lane of traffic in places so that the sidewalk could remain in its proposed location. The Committee discussed maintenance of the snow shelf, and it was assumed that maintenance would be left up to property owners rather than the Town. Mr. Gawel asked if the snow shelf was be recommended or required. Mr. Doherty will continue discussions with Ms. Gerlach to determine the best solution for satisfying the DOT.

Ms. Gerlach noted the need for maintenance agreements between the Town and DOT.

Ms Gerlach also asked if the existing sidewalk curb ramps, installed in the last decade by CT DOT, are ADA compliant. Mr. Doherty will investigate. The Committee discussed the ramps in general and agreed that they should remain as is unless ADA or construction/drainage needs require them to be replaced.

Mr.Matson asked about progress on easement agreements. Mr. Doherty reported that he has again contacted the Town’s attorney, Randy DiBella, regarding easement documents for the sidewalk project. Attorney DiBella reported that he does not have the documents ready and has handed the project off to another attorney in his firm. Mr. Doherty reported that once the easement documents are given to the Town it could take a month or more to finalize them with the property owners. Mr. Doherty cannot complete the bid documents until the easements are finalized, so we are likely looking at late March at the earliest for sending the project out to bid.

Mr. Doherty said that he has not received any formal response from the Housatonic Railroad Company regarding our project. Steve Curley, Supervising Rail Officer with CT DOT, has scheduled a meeting on site with a representative of the railroad for Friday Feb. 5, to discuss the project. Mr. Doherty has a previous commitment and will not be able to attend that meeting.

During discussions Mr. Gawel noted that Treasurer Barbara Herbst has obtained another extension from the State for the Town’s Main Street Grant. Mr. Gawel led the Committee in thanking Ms. Herbst for her continued efforts.

**Next Step**

Mr. Gawel will contact First Selectman Jean Speck about the delay in receiving draft easement agreements from the Town’s attorney. He will also attend the BOS meeting on Tuesday, Feb. 9.

**Next meeting date and time**

The next meeting was set as a ZOOM meeting for Thursday February 11, at 5:30 PM.

**Adjournment**

Mr. Gawel adjourned the meeting. at 5:30.

Submitted by John Johnson, Secretary