

THESE MINUTES ARE SUBJECT TO APPROVAL AT THE NEXT  
RIVER VALLEY TRANSIT BOARD MEETING

ESTUARY TRANSIT DISTRICT  
FACILITIES COMMITTEE MEETING  
MIDDLETOWN GARAGE, 91 N. Main Street, Middletown, CT with Remote Options  
TUESDAY, March 28, 2023, AT 2:00 PM.

CALL TO ORDER

The meeting was called to order by Joan Gay, Chair, at 2:03 p.m.

ROLL CALL

Committee members present: Joan Gay, Karl Kilduff (arrived at 2:10p) and Angus McDonald

Also in attendance: Staff: Joe Comerford and Christina Denison

Board Members: Leslie Strauss, ETD Board Chair and Charles Norz, ETD Board Member, Old Saybrook CT DOT: Graham Curtis, Bus Capital Programs, Asst. Administrator; Maureen Lawrence, CT Transit & Transit District Agreements Transit Manager; Ben Limmer, Bureau Chief; and Lisa Rivers, Acting Transit Administrator

FACILITIES PLAN WITH DOT

A copy of the Facilities Progress Plan was included in the meeting packet.

Architecture & Engineering

a. *Facilities Master Plan* – Curtis reported:

- Negotiations with the consultant have been finalized. A Notice to Proceed has been issued for Westbrook; a Notice to Proceed for Middletown is anticipated within a week or two. Kick-off meetings will then take place.
- Regarding electrification, DOT is looking at using smaller chargers as the existing facility does not have the capacity to charge a 150kw charger which is normally used. The District is expecting 2 BEBs in 2024.

Right of Way Acquisition

- a. *Shoreline Facility* –The owner is a potential and willing seller. Negotiations can begin once a NEPA and a Title VI process is completed. A feasibility study will be done first to make sure that it is the right property and then an environmental study will be added to the scope. The process of acquiring the property can then start.
- b. *Middletown Maintenance Facility* – A large 16" diameter drain pipe which runs across the property was located and will need to be taken into consideration. Impacted soil also exists. It is anticipated that the site will be filled and capped to avoid any ground water contamination. The extra cost of filling and capping the site will need to be programmed into the feasibility study.
- c. *Middletown Terminal Renovation* –Limmer is making plans to tour all facilities.

Curtis was available to answer questions posed by committee members.

EXECUTIVE DIRECTOR'S REPORT

Comerford reported that Selbert & Perkins has looked at all the signs and is working on new designs to replace them.

He also reported that minor repairs are being done at the terminal to keep the building in good repair while plans for the facility are being worked out. For security purposes, fencing has been installed.

OLD BUSINESS

None.

NEW BUSINESS

None.

NEXT MEETING

The next meeting is scheduled for Tuesday, April 25, 2023, at the Middletown Garage, 91 N. Main Street, Middletown at 2:00 p.m. with remote options.

ADJOURNMENT

The meeting was adjourned at 2:17 p.m.

Respectfully submitted,

Christina Denison  
Clerk