

THESE MINUTES ARE SUBJECT TO APPROVAL AT THE NEXT  
ESTUARY TRANSIT DISTRICT BOARD MEETING

ESTUARY TRANSIT DISTRICT  
SPECIAL FACILITIES COMMITTEE MEETING  
ETD OFFICES, 91 N. Main Street, Middletown, CT with Remote Options  
TUESDAY, AUGUST 8, 2023, AT 2:00 P.M.

CALL TO ORDER

The meeting was called to order by Joan Gay, Chair, at 2:05 p.m.

ROLL CALL

Committee members present: Joan Gay, Karl Kilduff, 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 and Maureen Lawrence, CT Transit & Transit District Agreements Transit Manager

FACILITIES PLAN WITH DOT

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

Graham Curtis reported:

Architecture & Engineering

Facilities Master Plan –

- The architect/engineer developed 5 conceptual plans for the Westbrook property located at Flat Rock Place.
- The fire flow test for the Middletown property was postponed.
- Electrification of buses –
  - An energy study has been completed.
  - DOT will continue to meet regularly with EVERSOURCE.
  - Off-site power upgrades are needed; substations do not require upgrades.
  - Pilot program will be implemented before doing full electrification.

Right of Way Acquisition

Middletown Maintenance Facility –

- The consultant is completing layout concepts for the properties at 91 N. Main Street and 110 N. Main Street.
- To satisfy DEEP requirements DOT is searching for 5,000 cubic yards of fill needed to elevate the building 1 foot above the 100-year flood elevation.
- A Title VI study and a noise study will be conducted.

Shoreline Facility –

- The conceptual plans will be refined due to the proximity of wetlands and to include maintenance bays.
- An on-site septic system and a holding tank will be needed.

- The water company has conducted a fire flow analysis and determined a 100,000-gallon tank is needed to meet the fire flows required by the BEBs.
- A detailed timeline for acquisition and design will be developed once a preferred conceptual design is chosen.
- Once a conceptual layout is chosen, the property will go through the NEPA process and an Environmental Impact study to satisfy FTA requirements.
- CTDOT will test fit an available state-owned property in Old Saybrook, which would speed up the acquisition process.

Middletown Terminal Renovation –

- A test fit of the Union Street property was completed.
- Several layouts based on knocking down the existing building were developed.
- Questions surround funding and location.

EXECUTIVE DIRECTOR’S REPORT

None.

EXECUTIVE SESSION FOR THE PURPOSE OF DISCUSSING THE MIDDLETOWN TERMINAL RENOVATION

None.

ADJOURNMENT

The meeting was adjourned at 2:49 p.m.

Next Meeting—The next meeting will be September 26, 2023, at 2:00 p.m.

Respectfully submitted,

Christina Denison  
Clerk