

## **Community Preservation Committee**

August 19, 2020  
Via Zoom Webinar  
Minutes

### **1. Call to Order**

Chair Mike Dissette called a meeting of the Community Preservation Committee to order at 6:00 p.m.

### **2. Roll Call**

In attendance were Mike Dissette, Mark Rosen, Paul Healy, Ron Ziemba, Don Little, Don Walters, and Jane Healey.

Director Andy Port and Katelyn Sullivan from the Planning Office were also present.

### **3. Parker Street Trail Project Grant Application**

Chair Mike Dissette explained the purpose of the meeting is to review the out of cycle application from the Planning Office in regards to the recreation project at Clipper City Rail Trail for Phase III at Parker St. He also advised Geordie Vining, Senior Project Manager would present and that would be followed by a discussion and vote. He also explained two votes would be required; first to approve application taken out of sequence and the second to recommend approval of funds to City Council.

Geordie Vining explained the request for additional funds to be applied to the Parker Street segment of the Clipper City Trail project. Due to gestation of the grant cycle, earlier estimates provided 6-9 months ago have increased by approximately 10%. Bids were put out with six being received from six different contractors. The request of \$40,000 in additional funds are a combination of somewhat higher bids with a minimum of 5% construction and management services. If all goes well with the approval, then they can remain on track and have fall construction completed with final completion in spring. He outlined the basic budget with revenue and costs; referring to documents provided. Andy Port emphasized the urgency to work with contractors and design teams in order to keep the project on schedule and in season. City Council meeting is tomorrow and they need to address expediting this project so they can act on it by 8/31 to keep on schedule.

Members questions included the amount of limitation City Council has put on this segment of the Rail Trail; whether the additional funding would be designation just to Parker St; confirmation that only the cost has changed and not the scope of the project; and what happens to remaining funds should they come in under budget.

Geordie Vining confirmed \$50,000 was limited to this portion of the project and that the scope has not changed as the request is due to higher estimates for areas such as the light signal, installation, and several other components added to the costs over anticipated estimates last fall. He also confirmed the funding is just for Parker St and if there were to be any remaining funds at the completion of this project, they would give back the remainder or request approval through the CPC to apply it to another section of the project.

Mike Dissette requested the motion for approval to take this application out of sequence; adding the justification represents a change in circumstances that requires immediate action to address the construction season.

Ron Ziembra moved to approve with a second from Jane Healey.

Mike Dissette conducted the roll call with all responding, yes.

Mike Dissette motioned to approve the recommendation in the form of the printed recommendation submitted by the Planning office.

Mark Rosen moved to approve with a second from Paul Healy.

Mike Dissette conducted roll call on approval of funds with all responding, yes.

#### **4. Other updates/topics for discussion**

Mike Dissette advised he was not aware of any additional topics and opened it to group. No other topics presented.

#### **5. Review and approval of meeting minutes from 5/27/2020 and 7/29/2020 and next Meeting**

Mike Dissette advised the approval of meeting minutes will be held for the next meeting.

Next meeting to be held in October. If something arises before then an email will go out for September meeting.

#### **6. Adjournment**

Mike Dissette adjourned the meeting as of 6:19p.