

**DOWNTOWN RIVER-HIGH STREET DEVELOPMENT COMMITTEE
REGULAR MEETING
OCTOBER 14, 2016**

I. Call to Order

The Downtown River-High Street Development Commission held its Regular Meeting on Friday, October 14, 2016 at the Parsons Government Center, 70 West River Street, Conference Room B, Milford, CT. Chairman Smith called the meeting to order at 8:45 a.m.

Committee Members Present

Peter Smith, Chairman
John Knuff, Vice-Chairman
Joseph Agro, Jr.
David Hernandez
Richard F. Jagoe, Jr.
Raymond Vitali

Also Present

Julie Nash, Director Community Development
David Sulkis, City Planner
Toni Weeks, Law Department Paralegal

Absent

Bryan Anderson

II. Approval of Minutes

Mr. and Mr. Agro made a seconded a motion to approve the minutes of the September 9, 2016 meeting.

Motion carried unanimously.

III. Chairman's Report/Introductory Comments

Chairman Smith reported OPM had provided feedback with regard to the scope of work in the contract with BL Companies. He further reported some economic work had started and preliminary data should be available mid-November. The BL contract will be discussed and changes made per OPM.

IV. Public Comment

Don Nytko, 5-7 Darina Place. Mr. Nytko discussed trees on the property that were taken down to allow electricity for a charging station. He requested the City install a privacy fence along his property. Mr. Nytko stated that the parking lots are now be used and also being used as a cut-through. He believes the City owes him a privacy fence as everyone else has one. Chairman Smith stated this is not within the Committee's purview. Mr. Sulkis stated Mr. Nytko may want to contact Chris Saley to discuss the issues. Mr. Nytko stated he does not wish to contact Mr. Saley. Mr. Vitali stated he would reach out to Chris Saley concerning these issues.

V. BL – City Contract

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Julie Nash stated the contract had been submitted to OPM with an extension request. OPM's feedback was the TOD grant is for economic impact and concept plan and that it was too parking heavy. She indicated parking can be left in but is must be related to the scope of the grant.

Chairman Smith stated that he tried to make a case that we can't do the study without knowing what other parking is available and OPM still felt it was too parking heavy.

Julie Nash explained her conversation with OPM representatives and what they expected to see in the contract.

Mr. Agro asked if the Committee could request a supplemental grant of \$10,000 for the parking study. Mr. Knuff stated this is a TOD grant and does expect people to drive to the train. Julie Nash confirmed TOD expects people to walk or bike.

Geoff Fitzgerald , BL Companies was contact via telephone to participate in discussion. Mr. Fitzgerald stated what OPM does not want to see is a parking structure. He explained the intent was to study parking to understand what presently exists in the area. Chairman Smith provided some suggestions for revising the language of the contract. Mr. Fitzgerald asked if was possible to go back to OPM and explain the intent of the parking portion. Julie Nash explained what OPM is looking for in terms of parking. She asked Mr. Fitzgerald if the SCROG report concerning parking would help in this instance. Mr. Fitzgerald stated he thought it could be useful.

Mr. Agro stated he did not understand OPM's intent in minimizing parking to allow for TOD development. Julie Nash explained that OPM was not saying it was not need, but that it was not within the scope of the grant and would not be paid by OPM.

Mr. Knuff asked if OPM was also requiring the traffic study portion to be removed. Julie Nash stated that all of section 4 must be corrected to reduce parking and traffic study.

Chairman Smith asked for a motion providing Julie Nash authority to revise the BL contract as requested by OPM.

Mr. Vitali and Mr. Agro made and seconded a motion to authorized Julie Nash, in conjunction with the City Attorney's Office, to revise the BL Companies contract in accordance with the requirements of OPM. Motion carried unanimously.

VI. Extension

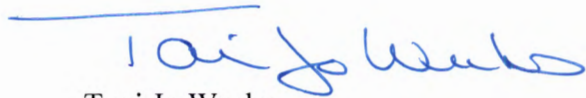
Julie Nash reported that in her discussions with OPM she was assured an extension would be no problem once the contract issues were resolved.

VII. Next Steps

Geoff Fitzgerald stated the market analysis is underway. A kickoff meeting and site tour has been scheduled.

Being no further business, Mr. Vitali and Mr. Jago made and seconded a motion to adjourn. Motion carried unanimously. The meeting adjourned at 9:33 a.m.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Toni Jo Weeks", is written over a horizontal line.

Toni Jo Weeks
Recording Secretary