

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

ESTUARY TRANSIT DISTRICT  
FACILITIES COMMITTEE MEETING  
MTD GARAGE, 91 N. Main Street, Middletown, CT with Remote Options  
TUESDAY, DECEMBER 27, 2022, 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 and Angus McDonald

Absent: Karl Kilduff

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.

Architecture & Engineering

*a. Facilities Master Plan – Curtis reported:*

- Scoping of the Master Plan has been completed. Septic system evaluation has been added to the scope. Negotiations can now begin.
- Regarding electrification, the energy consultant visited the Middletown property in December; upgrades will be necessary to fully charge the buses.

Right of Way Acquisition

- a. Shoreline Facility –Curtis reported that the seller has been elusive so he has contacted the developer of the property and is awaiting his response. Curtis has met with the Town of Westbrook to review the wetlands situation; wetlands reidentification has been added to the scope.*
- b. Middletown Terminal Renovation – Comerford reported that CTDOT has requested an evaluation of the property adjacent to the terminal to present to the new Bureau Chief who takes office in January 2023.*
- c. Environmental Study - Phase II which includes additional testing on the N. Main Street property has been funded and is now underway.*

Curtis answered questions from committee members.

#### EXECUTIVE DIRECTOR'S REPORT

No report.

#### OLD BUSINESS

None.

#### NEW BUSINESS

A copy of the 2023 Schedule of Meetings was included in the meeting packet.

Gay made a motion to approve the 2023 meeting schedule as presented. McDonald seconded the motion. The motion passed unanimously.

Lawrence reported that 2023 budgets are being finalized.

Curtis reported that the City of Middletown has asked for an easement through the N. Main Street property which will impact the leased space.

He also noted that there is a potential renter for the green building.

#### NEXT MEETING

The next meeting is scheduled for Tuesday, January 24, 2022, at the MTD Garage, 91 N. Main Street, Middletown at 2:00 p.m. with remote options.

#### ADJOURNMENT

The meeting was adjourned at 2:12 p.m.

Respectfully submitted,

Christina Denison  
Clerk