

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

ESTUARY TRANSIT DISTRICT  
FACILITIES COMMITTEE MEETING  
ETD OFFICES, 91 N. Main Street, Middletown, CT with Remote Option  
TUESDAY, FEBRUARY 11, 2025, AT 2:00 P.M.

CALL TO ORDER

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

ROLL CALL

A quorum was established with the following committee members present: Joan Gay (ZOOM), John Hall (ZOOM), Jim Irish (ZOOM), and Christine Marques

Also in attendance: Staff: Joe Comerford and Christina Denison

Board Members: Leslie Strauss, ETD Board Chair (ZOOM) and Charles Norz, ETD Board Member, Old Saybrook (ZOOM)

CT DOT: Graham Curtis, Bus Capital Programs, Asst. Administrator (ZOOM)

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 –

- STB has been selected for the design work. A draft scope has been delivered to Joe Comerford. Once the scope is agreed upon, the plans will go to a negotiating committee to set the price.
- A survey of the North Main Street property has been completed, and DOT has been granted the right to remove dirt. A construction easement has not started yet. The City of Middletown will look for some sort of compensation either in terms of improvement to the park, rotary placement, or road repair. The process could take 6-12 months.
- Public outreach will be added to the scope and will continue as the project progresses, especially in the Miller Street and Bridge Street neighborhoods.
- Public hearings and workshops will be held as the design plans progress.
- Electrification of buses –
  - The buses have not been entered into service yet due to mechanical issues and delays in installing components. The vendor is expected to make a site visit.

Shoreline Facility –

- Three possible sites have been identified. Some topographic and environmental concerns exist, but all sites look reasonable.

- DOT has reopened discussions on a parcel in Old Saybrook which had previously been considered for rail/bus development. A more elaborate test fit and feasibility study will be conducted.

Middletown Terminal Renovation –

- Draft sketches are being reviewed. The project is “moving in the right direction” with some details still needing to be worked out. The plan will be revised based on comments from both the District and the City.
- Another site visit which will include bus staging is planned.

EXECUTIVE DIRECTOR’S REPORT – none.

OLD BUSINESS –

Bus Shelter Pilot Program - DOT is working with Brasco on the shelters. The purchase order for the Middletown shelters was recently submitted; delivery is expected in 4-6 months.

NEW BUSINESS – none.

ADJOURNMENT

The meeting was adjourned at 2:28 p.m.

The next meeting will be held on Tuesday, April 8, 2025, at 2:00 p.m.

Respectfully submitted,

Christina Denison  
Clerk