

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 Option
THURSDAY, DECEMBER 5, 2024, AT 11:00 A.M.

CALL TO ORDER

The meeting was called to order by Joan Gay, Chair, at 11:00 a.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 (ZOOM)

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 –

- Approval of the fill has been received; although no permits have been issued yet.
- The project has moved from the public transportation bureau to the engineering bureau
- STB, on-call consultant, has been engaged to do the design work.
- The compensatory flood storage program has been completed; details of access still need to be worked out with the City. Curtis will provide Christine Marques with a site plan of where the easement would be. The process could take 6 months.
- Public outreach continues as part of the design process. STB will head the outreach.
- Electrification of buses –
 - The district's 2 electric buses have been delivered and driver training has begun.
 - A ribbon cutting to introduce the buses is planned for later in the month.
 - The State is working with Gateway Community College to start a training program for BEB technicians.

Shoreline Facility –

- The list of possible properties has been reduced to 3, one in Westbrook and 2 in Old Saybrook. Some topographic and environmental concerns exist, but all sites look reasonable.
- Data will be gathered on each of the sites and a rating matrix will be used to determine which one makes the most sense.
- It is unknown if CTDOT has the resources internally to review the properties or if an outside consultant must be engaged. NEPA and SEPA studies need to be done before any purchase can be made.
- It is anticipated that the original Westbrook property will be tied up for some time as the developer goes through the DEP process

Middletown Terminal Renovation –

- A very productive stakeholder meeting with CTDOT, ETD staff and the City of Middletown was held.
- Sketches of possible plans are expected soon.

EXECUTIVE DIRECTOR’S REPORT

Bus Shelter Pilot Program – The site plans are basically done and will be reviewed by the District before being submitted to Land Use for approval in January.

Bus Stop Enhancement Program - The District is going out to bid for bus signs and shelters in a couple of weeks. 600 to 700 bus stops will be installed in the region as the District switches from flagstops to designated stops. The first phase will begin in the Spring.

OLD BUSINESS

2025 Meeting Schedule - John Hall made a motion, seconded by Jim Irish, to approve the 2025 Meeting Schedule as presented. Motion carried.

NEW BUSINESS – none.

ADJOURNMENT

The meeting was adjourned at 11:35 a.m.

The next meeting will be held on Tuesday, February 11, 2025, at 2:00 p.m.

Respectfully submitted,

Christina Denison
Clerk