

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, APRIL 8, 2025, AT 2:30 P.M.

CALL TO ORDER

The meeting was called to order by Joan Gay, Chair, at 2:37 p.m.

ROLL CALL

A quorum was established with the following committee members present: Joan Gay, John Hall, and Christine Marques

Absent: Jim Irish

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

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 –

- The scope of work for the design of the building is set.
- A construction easement and permits are still needed. Christine Marques and Chris Sanzo, CTDOT, will discuss. The wetland soil needs to be looked at before permits can be issued.
- Electrification of buses –
 - One of the buses will go out on the road on Wednesday, April 9. Components are still needed for the second bus before it can go out; repairs should be completed early next week.

Shoreline Facility –

- 3 sites, one in Westbrook and two in Old Saybrook, are being looked at. A site visit to the Westbrook property will be held next week; committee members will be invited to attend.
- John Hall reported on another parcel of land in Westbrook which just became available.

Middletown Terminal Renovation –

- Draft sketches were reviewed by the City of Middletown and Comerford. Marques expressed concern over the elimination of parking spaces in the area and reported that there is some discussion about turning a portion of the area into one way. Curtis, Comerford and the City will discuss the matter further.
- Another site visit which will include bus staging is planned.

EXECUTIVE DIRECTOR'S REPORT – Comerford reported that this summer the tenants at 110 N. Main Street will be moving out; once vacated, the facility will be used for storage and parking.

OLD BUSINESS –

Bus Shelter Pilot Program - Installation is delayed due to the City of Middletown requiring zoning permits.

NEW BUSINESS – none.

ADJOURNMENT

The meeting was adjourned at 3:02 p.m.

The next regular meeting will be held on June 10, 2025, at 2:00 p.m.

Respectfully submitted,

Christina Denison
Clerk