

PLAN UPDATE ADVISORY COMMITTEE

*Minutes*

*Room 104, Shelton City Hall*

*Shelton, CT*

*Monday, June 28, 2004*

**Members Present:**                    **Anthony Pogoda**  
                                                 **Tom Harbinson**  
                                                 **Jim Tate**  
                                                 **Fred Musante**  
                                                 **Peter DiCarlo**  
                                                 **Michael Adanti**

**Members Absent:**                    **Frank Osak, Chairman (excused)**

**Staff Members:**                    **Richard Schultz**

**Agenda Items:**

**I. Call To Order**

Vice Chairman DiCarlo called the meeting to order at 4:45 P.M.

**II. Pledge of Allegiance**

All in attendance pledged allegiance to the flag.

**III. Approval of Minutes**

Peter DiCarlo stated that there were no errors or corrections to the June 21, 2004 minutes. **Tom Harbinson made a motion to accept the minutes and Anthony Pogoda seconded the motion. A voice vote was taken, all were in favor, motion passed.**

**IV. Discussion: Scope of Services**

Peter DiCarlo stated that he felt that after a meeting with Chalder and Ness that there would be a reduction by \$6000, which would bring the \$20,000 line item down to \$14,000. The work reduction would be the elimination of 2 scenarios. Chalder had said that if you wanted to do another build out, it would be done at \$3000. Tony had pushed him to utilize the existing information, which would reduce the amount of work. The members discussed the response from Planimetrics regarding the request for reduction in the cost of the contract.

Richard Schultz stated that staff would very much like if the committee would make a motion to approve the scope of services contingent on Planimetrics reviewing it and giving the green light and directing Planimetrics to modify the contract. The clerk for the Board of Aldermen is looking for the contract for the July 8 meeting.

It was discussed that staff wants everything to go through Planimetrics to which Richard responded that yes, it was easier that way.

Anthony Pogoda suggested that they consider \$15,000 plus one team meeting and one public hearing. Jim Tate suggested that they also put in that if they want another scenario at the end that you have to put another line item in there.

The committee members continued the discussion regarding the costing of this particular line item (traffic study).

The Mayor said he wanted to go for a total of \$132,000. He stated he was prepared to go to the Aldermen for \$94,500 (for the fiscal year 04-05) and wanted to see some adjustment on the balance of it. Barkan & Mess has done a lot of traffic studies, so he does not want to see a lot of the stuff regurgitated again. He wanted to see an adjustment of the traffic study.

Peter DiCarlo stated that the other issue seemed to be the cost of the conservation line item. We wanted it reduced from \$14,000 to \$7000, and they came back with \$11,000. He asked Richard Schultz how Glen Chalder felt about it and Richard responded that he was more concerned with the contract and the bottom line \$\$\$. We will pay Planimetrics and they will pay the subcontractor.

**Fred Musante made a motion as follows: Be it resolved at the meeting of the regular session on Monday, June 28, 2004, the Plan Update Advisory Committee hereby resolves to approve the proposal to Planimetrics for the base fee in the amount of \$94,500 for budget year 2004-2005. There will be an additional sum of \$37,500 for the budget year 2005-2006, for a total of \$132,000. The \$37,500 is for \$15,000 for telephone survey, \$15,000 transportation consultant and \$7500 for reimbursable expenses. Tom Harbinson seconded the motion adding that in the transportation survey is at \$15,000 if they included one meeting plus one public hearing and one scenario. If we are to need additional scenarios, that they would be at an additional cost of \$3000 per scenario. A voice vote was taken, all were in favor, motion passed.**

It was voiced that it was necessary to know exactly what they are going to do for this money. We have to be upfront with them as they have to with us. We want the best product that we can get for the money. At the end of this we want to be able to present something and be able to say this is it, it is the best we can get.

## **V. Future Meeting Times and Schedules**

Peter DiCarlo stated that Chairman Osak said he wanted to establish meeting objectives with this committee, plus future meetings with the Board of Ed and Lou Marusic (Finance Director), and the meetings with Planimetrics. Richard Schultz said he would work with them and come up with a schedule and get back to the members. The next meeting will be Monday, July 12 at 4:30 P.M. Planimetrics will be at that meeting. The members would like to keep the Monday, 4:30 day and time the same as it works out the best for all.

Richard Schultz excused himself from the meeting at 5:30 P.M.

## **VI. Discussion of the Public Meeting (6/24/04)**

The members felt that it was a good exercise to obtain the initial information that Planimetrics needs to get a start. They were disappointed in the maps where it was hard to really tell where the streets are. Hopefully they will get good information from the cards for specifics of the "prouds" and "sorrys". Jim Tate said that it was no surprise to how it broke out and was consistent. We have heard in the past that Shelton is unique because it is "balanced". I didn't hear the buzzword, balance, used at all. Shelton is balanced in the sense that we have farmland, industrial, we have a river, etc. Also we have a mix where we have an R1 zone on the western side, we have a transportation corridor, and defined greenways where everything seems to be balanced off one way or another.

Anthony Pogoda said he was glad to hear how development fared in the order of importance at the meeting. It is something he feels is hammered on at the P&Z meetings and at this meeting it came in at #11 in the order of priority. What surprised him is that conservation came out at #1. It was not clear even though it came out as #1, what exactly is meant by it. It could mean that we are not using our open space effectively. It doesn't necessarily mean that everyone wants to buy more, but to use what we have. The general consensus was that the meeting was a good start to develop the plan.

## **VII. Adjournment**

**Fred Musante moved to adjourn the meeting, seconded by Anthony Pogoda. All were in favor, meeting adjourned at 5:55 P.M.**

Respectfully submitted,

Marianne Chaya  
Secretary, Plan Update Advisory Committee  
A tape is on file in the City/Town Clerk's Office