



CITY OF DANBURY

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DANBURY, CONNECTICUT 06810
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Town of New Fairfield

4 Brush Hill Road
New Fairfield, Connecticut 06812

Jean Green
Administrative Assistant to the First
Selectman
(203)312-5600

MEETING NOTICE

Who: Margerie Reservoir Trail Advisory Committee

When: **6PM – Tuesday, January 30, 2024**

Where: **Danbury City Hall**
155 Deer Hill Avenue - Danbury, CT

Purpose: Margerie Reservoir Trail Advisory Committee
Meeting #6

**Agenda Item on file with the Danbury Legislative Assistant & with the Town of New Fairfield*

Committee Members & Representatives:

Holly Robinson, City Council Member, City of Danbury
Antonio Iadarola, City Engineer & Public Works Director, City of Danbury
& Town Engineer, New Fairfield
David Day, Public Utilities Superintendent, City of Danbury
Corporation Counsel Representative, City of Danbury
Ken Gucker, Danbury
Jeff Main, Conservation & Inland Wetland Commission, New Fairfield
Peter Hearn, Member, New Fairfield
Ann Marie Mellas, Alternate, New Fairfield

Posted Notices: Town Clerk, City of Danbury & New Fairfield
Information Board, City of Danbury
City Website, City of Danbury & New Fairfield

Margerie Trail Advisory Committee

AGENDA

When: 6:00 PM – Tuesday, January 30, 2024

Where: Danbury City Hall – Conf Rm 3C - 3rd Floor
155 Deer Hill Avenue, Danbury CT

1. Call to Order
2. Pledge of Allegiance
3. Approve Meeting Minutes from October 10, 2023
4. Discuss/Review status of RFP recommendation to the State
5. Discuss Project Timeline/Milestones
6. Set Date and Agenda for Next Meeting
7. Adjournment

Received by email on 01/11/2024 @ 8:34 a.m.
by Chrystie M. Bontempo, Asst. Town Clerk, New Fairfield

Margerie Reservoir Trail Advisory Committee (Meeting #5)
October 10, 2023 - 6 P.M.

Chairman DiGilio called the meeting to order at 6:04 p.m. on Tuesday, October 10, 2023. Present were Committee Members Antonio Iadarola, Public Works Director & City Engineer, City of Danbury & Town Engineer, New Fairfield; David Day, Public Utilities Superintendent, City of Danbury; Peter Hearn, New Fairfield; Jonathan Barney, Alternate member, City of Danbury; Ray Yamin, Outside Counsel, City of Danbury; and Jeff Main, Conservation Inlands Wetlands/Conservation Commission, New Fairfield. Absent: Ann Marie Mellas, Alternate, New Fairfield. Present from the public were Patricia Del Monaco, New Fairfield First Selectwoman; Khris Hall, Selectwoman; and Ken Gucker, Danbury Resident.

Pledge of Allegiance

The Pledge of Allegiance was led by Ken Gucker.

Minutes

A motion was made by Member Hearn, and was seconded by Member Day, to accept the meeting minutes as discussed. The motion carried unanimously.

Mr. Hearn noted a name correction on Draft DEEP Progress Report section.

Discuss/Review RFP Responses

Mr. Iadarola provided a brief overview of the RFP submissions and distributed grade sheets for the Committee to utilize the grade sheet to grade the submissions.

He noted that were four submissions (one only submitting on the wetlands delineation). He clarified for Mr. Hearn that a contract will be with the surveyor and not the wetland delineator. The Committee agreed to focus on the three submissions that were complete.

The Committee discussed Sydney A. Rapp Land Surveying PC; Mr. Iadarola noted that they have worked in both municipalities and are well versed in process and procedures. The surveyor and sub are licensed in Connecticut, and comply with all minimum state requirements. Mr. Hearn noted that related work and specific projects were not listed in the submission. Mr. Iadarola pointed out a “Set Aside” requirement in the project agreement which requires the state to approve any contractors before being hired. Total fee is \$69,250.

The M & J Engineering PC submission was discussed. Aerial surveying was discussed. Mr. DiGilio noted that the majority of past projects were in metro areas. Total fee is \$85,680 (note issue with sub’s cost compared to their cost with another submission).

The submission for Accurate Land Surveying LLC was discussed. Mr. Iadarola noted that the state’s certification had another business name. Mr. Day pointed out an affiliated note in the submission. Mr. Hearn and Iadarola pointed out exemptions that were made by the contractor from parts of the RFP requirements. Mr. Hearn noted only recent work by the company as a concern.

Each Committee member explained his review of each submission:

Mr. DiGilio: Accurate (6.6); M&J (6.5); Sydney Rapp (9.4).

Mr. Day: Accurate (5.6); M&J (6.5); Sydney Rapp (9.3).

Mr. Hearn: Accurate (inaudible); M&J (6.3); Sydney Rapp (6.5).

Mr. Main: Accurate (6.10); M&J (5.9); Sydney Rapp (7.7).
Mr. Iadarola: Accurate (5.5); M&J (4.6); Sydney Rapp (9.2).

The final grades were:

Sydney A. Rapp Land Surveying PC (8.42); M & J Engineering PC (5.96); Accurate Land Surveying LLC (5.44), ECO Maps LLC (incomplete).

Approve an RFP Response

A motion was made by Member Hearn, seconded by Member Main, to recommend to the New Fairfield Purchasing Agent to proceed with the Sydney A. Rapp Land Surveying RFP as presented and discussed based upon our review and scoring. The motion carried unanimously.

Discuss Project Timeline/Milestones

Mr. Iadarola stated the City cannot execute contracts or vendor work until the State approves the recommendation and contract, which takes approximately 2 weeks to review. Mr. DiGilio stated the next phase of RFPs will be for the comprehensive design. Mr. Iadarola confirmed that the City can prepare an RFP for the comprehensive design services.

Set Date and Agenda for Next Meeting

Next meeting will be held on Tuesday, November 14, 2023, at 6 pm, in Danbury.

Adjournment

A motion was made by Member Iadarola, and seconded by Member Hearn, to adjourn. The motion carried unanimously. The meeting adjourned at 7:34 p.m.

Respectfully submitted,
Vinny DiGilio
Antonio Iadarola
David Day
Jeff Main
Peter Hearn

Received by email on 01/11/2024 @ 8:34 a.m.
by Chrystie M. Bontempo, Asst. Town Clerk, New Fairfield



City of Danbury
OFFICE OF THE MAYOR
155 Deer Hill Avenue • Danbury, Connecticut 06810

Roberto L. Alves
Mayor

r.alves@danbury-ct.gov
203-797-4511

December 26, 2023

Honorable Members of the City Council
155 Deer Hill Avenue
Danbury, CT 06810

Dear Council Members,

I hereby submit for your confirmation the appointment of two new members to the Margerie Reservoir Trail Advisory Committee. The new members representing the City will be:

Kenneth Gucker
89 Padanaram Road
Danbury, CT 06811

Councilwoman Holly Robinson
4 Circle Drive East
Danbury, CT 06811

The aforementioned members will join current members Antonio Iadarola, Director of Public Works/City Engineer and David Day, Public Utilities Superintendent as representatives of the City of Danbury on the committee.

Thank you for your consideration.

Sincerely,

Roberto L. Alves
Mayor