



## CITY OF DANBURY

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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, June 25, 2024**

**Where:** **New Fairfield Senior Center**  
33 Route 37, New Fairfield, CT

**Purpose:** Margerie Reservoir Trail Advisory Committee  
Meeting #9

*\*Original 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, Alternate, Danbury  
Jeff Main, Conservation & Inland Wetland Commission, New Fairfield  
Peter Hearn, 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

Received by email on 06/13/2024 @ 11:25 a.m.  
by Chrystie M. Bontempo, Asst. Town Clerk, New Fairfield

# Margerie Trail Advisory Committee

## AGENDA

When: 6:00 PM – Tuesday, June 25, 2024

Where: **New Fairfield Senior Center**  
33 Route 37, New Fairfield, CT

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1. Call to Order
2. Approve Meeting Minutes from May 21, 2024
3. Public Speaking
4. RFP (Full Design Services) Presentations & Q&A:
  - 1) M&J Engineering, PC
  - 2) Barton & Loguidice, LLC
5. Update regarding Surveyor and Wetlands Specialist
6. Set Date for next Meeting
7. Adjournment

Received by email on 06/13/2024 @ 11:25 a.m.  
by Chrystie M. Bontempo, Asst. Town Clerk, New Fairfield

Lynn DiGiovanni

M&J Engineering, P.C.

116 Washington Avenue

North Haven, CT 06010

[ldigiovanni@mjengineers.com](mailto:ldigiovanni@mjengineers.com)

The Margerie Reservoir Trail Committee (Committee) has received your response to New Fairfield's [RFP](#) for the "Comprehensive Design Services at Margerie Reservoir Trail".

The Committee requests your presence via Zoom or in person, at your discretion, at its meeting on Tuesday June 25<sup>th</sup> to answer some questions that arose in its preliminary review of your response to the RFP. The Committee has set aside 30 minutes for this purpose. The meeting will begin at 6:00 PM. Two time slots have been set aside for the two firms being considered for the project: 6:30 – 7:00 and 7:30 – 8:00. Please indicate your preference.

**The questions pertaining to your submission are:**

The RFP requested that you provide an hourly rate for the work you would perform. We did not find that in your submission. Perhaps it was not included because you will be using subcontractors. In that case, please provide that information, which can be broken out by individual contractors.

You described the sophisticated public outreach plans (POP) utilized at other projects with which you were involved. Please provide an estimate of what methods you would utilize and their anticipated costs.

In June of 2021 WESTCOG published a preliminary study ([Danbury and New Fairfield Route 37 Corridor Study](#)) of the site's suitability for a multi-use recreational trail. Please describe whether and how this work can be used in your study. There have also been wetlands surveys and a topographical survey completed on the site. Would these studies be used by you? Would their availability effect your price quote for your study?

Please elaborate how you will address the following concerns that are listed under "Task 2 Analysis of Practicability of Potential Routes" of the RFP. Below are the items for which we seek elaboration. To assist in this task we have included an explanation of why we listed them in the RFP.

- **Wildlife Concerns.** There has been much concern about the potential effect of pedestrian and bicycle traffic on wildlife, especially on the bald eagle pair who have established a nest on the property. With regard to other plant and animal life, the state's Natural Diversity Data Base (NDDB) shows no listed species on the site. The NDDB it is not definitive, however. Will your analysis include a survey of listed species to be avoided as part of the recommended trail location? If so, has this been included in your bid, or would it require an additional analysis and cost?

\*Public Concerns. The Committee's meetings were open to the public, who were invited to comment. Concerns about the trail's effect on property values among other issues were raised and addressed by the Committee. Only those present heard the responses and others are bound to have the same questions. In your public outreach plan (POP) will there be a capability for the Committee to include information which it deems important for the public to have?

\* Landowner Concerns. Objections to potential loss of privacy at adjacent residences has been raised numerous times at the Committee's meetings. These are sure to come up again during a charrette or a community meeting. Addressing them in the first draft of the study could assuage stated anxieties about visibility of the closest condominium units from the trail. Please include an analysis of vegetative screening or locational changes as possible solution and modify the bid amount if this was not already a consideration.

\* Safety concerns. Some have expressed fear that pedestrian access to the reservoir will raise the possibility of crime on the trail, or at residences that are proximate to the trail and therefore observable from it. Though it is generally accepted that traffic reduces the probability of crime, this concern deserves a response. Please address whether mechanism for that will be included in the design of the trail and in the POP.

\* Right of Way Concerns. The adjacent Route 37 sees over 11,000 daily trips and is the primary route to New Fairfield from the south. Concern has been voiced that the construction will disrupt the flow of traffic. How will your supervision of construction be fashioned to minimize disruption of that important road.

Related to the issue of supervision of construction, your RFP's response included a list of litigation in which subcontractors were involved. Be prepared to discuss the circumstances of these cases and how you plan to avoid those pitfalls on this project.

Though the prior Danbury and New Fairfield Route 37 Corridor Study of the site suggested a trail route that is not close to Route 37, the possibility remains that your analysis might recommend a different routing, or that construction activity could necessitate the relocation of utility poles. Either could disrupt traffic on Route 37. Please explain how and traffic interruptions would be minimized during trail construction.

\* Scenic Values. The site possesses very many dead trees, some of which pose hazards, please address how they will be dealt with in a manner that will protect trail users and enhance the trail's scenic value.

Two other considerations that were not included in New Fairfield's RFP, but have come up subsequently are:

\* Describe design mechanisms that can be used for emergency entrance and egress.

\* Include a rationale for fencing and its minimum distance to protect the reservoir.

Thank you for considering this request. We look forward to a meeting to discuss these remaining unknowns before we move forward in awarding a contract.

Signed \_\_\_\_\_ for New Fairfield

Mark M. Zessin, P.E.

Barton & Loguidice, LLC

41 Sequin Drive

Glastonbury, Connecticut 06033

[mzessin@bartonandloguidice.com](mailto:mzessin@bartonandloguidice.com)

RE. File No. 710.2392

The Margerie Reservoir Trail Committee (Committee) has received your response to New Fairfield’s RFP for the “Comprehensive Design Services at Margerie Reservoir Trail”.

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Thank you for considering this request. We look forward to a meeting to discuss these remaining unknowns before we move forward in awarding a contract.

Signed \_\_\_\_\_ for New Fairfield

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**Margerie Reservoir Trail Advisory Committee**  
**May 21, 2024 - 6PM**

1. Committee Chair Holly Robinson called the meeting to order at 6:05p.m. on Tuesday, May 21, 2024.

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; Joseph Mortelliti, Outside Counsel, City of Danbury; Jeff Main, CLA and Parks, New Fairfield. Absent: Ann Marie Mellas, Alternate, New Fairfield; and Ken Gucker, Alternate, Danbury.

Present from the public were four individuals.

**2. Minutes**

Chair Robinson provided an overview of the concerns that were added to the RFP at the last meeting including questions and concerns about environmental, wildlife and bald eagles, conservation, privacy, landowner, traffic disruption, etc.

***A motion was made by Member Day, and was seconded by Member Iadarola, to accept the meeting minutes from the last meeting. The motion carried unanimously.***

**3. Public Speaking**

Tom Perkins, First Selectman, Town of New Fairfield identified Sec 2.2 of a WestCOG report discussing wildlife concerns. He noted road run-off and reservoir concerns that he feels have not been adequately addressed. He also spoke on the lack of committed funds from New Fairfield to continue this initiative due to budget constraints. He noted that bonds will not be taken for this project and that a non-profit 501c3 should be created for funding.

Kelly (inaudible) spoke on the need to continue addressing wildlife concerns.

Sherri (inaudible) spoke as a homeowner whose property is adjacent to the potential trail path.

Coleen Gregory asked about initiatives being taken to protect the reservoir.

**4. Start of Work/Timeline (Wetlands Specialist & Surveyor)**

Mr. Iadarola provided an over view of the work being done by the Wetlands Specialist. He noted that they are onsite, actively flagging and taking inventory of key points of interest and this work should be done in June. He noted that the surveyor will then have to go back to survey the flags. He asked for a 40 scale of the presentation maps.

**5. Status of RFP (Full Design Services)**

Mr. Iadarola identified two responses to the RFP and provided a summary of the proposed evaluation process.

***A motion was made by Member Hearn, and was seconded by Member Main, to accept the evaluation form provided by Mr. Iadarola. Motion carried unanimously.***

Chair Robinson noted the option of submitting the forms electronically. Mr. Iadarola confirmed that the Committee's recommendation will ultimately need to be provided to the New Fairfield Purchasing Agent.

***A motion was made by Member Hearn, and was seconded by Member Main, to accept the evaluation form provided by Mr. Iadarola. Motion carried unanimously.***

Mr. Iadarola spoke on the proposal provided by Barton & Loguidice, LLC. He spoke on the benefits of this company using experienced in-house staff. He noted M& J Engineering, PC's Contractor is not an Engineer and

expressed concern with the coordination of staffing from multiple consultants. He also noted a \$20,000 cost difference. Mr. Hearn asked about the opportunity to discuss questions and concerns with the consultants. Ms. Robinson and Mr. Iadarola suggested they invite both groups to provide a presentation at the next meeting. Mr. Hearn discussed the need to have them address emergency egress options along the trail, utility pole locations and relocation costs, and the evaluation of trees along the path to address removal needs.

Mr. Mortelleti and Mr. Iadarola discussed the presentation expectations including a 30 minute presentation each with time to answer questions that will be emailed in advance to the contractors. The Committee agreed to provide their evaluations via email with each member's preference and comments. Mr. Day asked about the line items in the bids and commented on the need to discuss discrepancies, ie: EIE Services.

#### **6. Review of DEEP Status Report #2**

Mr. Hearn noted the need to submit a progress report every 6 months. Ms. Robinson read the report for the record.

**A motion was made by Member Iadarola, and was seconded by Member Hearn, to approve the summary for communication with the DEEP. Motion carried unanimously.**

Mr. Iadarola asked about the \$313 identified as Funds expended; Mr. Hearn confirmed that he believed it was used for advertising in the newspaper.

#### **7. Next Meeting Date**

The Committee confirmed that the next meeting will be on **Tuesday, June 25th, 2024, at 6pm**, at Senior Center in New Fairfield.

#### **8. FOI Request**

**A motion was made by Member Iadarola, and seconded by Member Main, to add the most recent FOI request that was submitted to the Town of New Milford as Agenda Item 8. The motion carried unanimously.**

Mr. Iadarola discussed the details of the FOI request from Jennifer Pappas which included documents referencing the grant, proposals, liability, safety enforcement, and zoning regulations.

Mr. Mortelleti suggested that the Town of New Fairfield ask the requester to narrow the scope of their request.

**A motion was made by Chair Robinson, and seconded by Member Iadarola, to accept the responses provided and approved by the committee, in response to the FOI request. The motion carried unanimously.**

Ms. Robinson asked that any questions noted in the FOI request and not already addressed in the RFP proposals, be added to the list of items to be addressed at the presentations.

**A motion was made by Chair Robinson, and seconded by Member Iadarola, to email the contractors with a list of items that need to be address and clarified in their presentations. The motion carried unanimously.**

#### **9. Adjournment**

**A motion was made by Member Iadarola, and seconded by Member Hearn, to adjourn. The motion carried unanimously.** The meeting adjourned at 7:07 p.m.

Respectfully submitted; Holly Robinson, Chair  
Antonio Iadarola, David Day, Peter Hearn, Jeff Main



Bid Results Comprehensive Design Services Margerie Reservoir Trail

Bid No. 2023-24SO02

Project No. 2022-241

Firm Name	A.1 Phase 1	A.2 EIE Services	B. Phase 2	C. Phase 3	D. Phase 4	Total	Rec'd Add #1	Number of	Thumb
								Copies	Drive
M&J Engineering P.C.	\$80,975.00	\$400.00	\$87,650.00	\$108,700.00	\$12,100.00	\$289,825.00	yes	6	1
Barton & Loguidice	\$80,400.00	\$15,000.00	\$55,280.00	\$100,500.00	\$15,080.00	\$266,260.00	yes	6	1

A.1 Lump Sum Bid Comprehensive Design Phase 1

A.2 Lump Sum Bid: EIE Services (if required)

B. Lump Sum Bid: Comprehensive Design Services Phase 2

C. Lump Sum Bid: Comprehensive Design Services Phase 3

D. Lump Sum Bid: Comprehensive Design Services Phase 4

Summation (Total of A.1 + A.2 + B + C + D)

Present at Bid Opening Patty Mota Purchasing Agent Town of New Fairfield

Opening Start Time 10:00 a.m.

Opening End Time 10:08 a.m.



# THE TOWN OF NEW FAIRFIELD

4 Brush Hill Road, New Fairfield, CT 06812

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## State of Connecticut- Department of Energy and Environmental Protection

### Urban Act/STEAP/ARPA

**Project Name: Margerie Reservoir Trail**

**Grantee/Contractor Name: New Fairfield Contract No: 2023-241**

**Project ID: DEPA00030202707 and DEPA00030202809**

**Contract Value: \$2,284,000**

**Contract End Date: 8/12/2027**

**Project Summary # 3.** Reporting Period: August 13, 2023 through February 12, 2024

### Supporting Narrative – Progress on Planned Activities

#### 1. Work Completed:

In August (8/15/23) a Request for Proposal (RFP) for a wetlands survey for the trail site was approved by the Margerie Reservoir Trail Advisory Committee (Advisory Committee) to expedite the design process, since it could be initiated and completed before an environmental analysis and engineering study could be. This was followed at the October 10<sup>th</sup> meeting by review and scoring of the responses to the RFP for the wetlands survey. Sydney A. Rapp Land Surveying PC was selected. Authorization to award the contract was approved subsequently by the state. Purchase orders were drafted by New Fairfield for the contract. In addition, the Interim Progress Reports to the Department of Energy and Environmental Protection were reviewed and approved for the periods August 13, 2022 to February 12, 2023 and February 13, 2023 to August 12, 2023.

Additional work of the Advisory Committee included adoption of a liability release for individuals who will be on the property.

Municipal Elections in November resulted in the appointment, in January, of new members, Ken Gucker and Holly Robinson, to the Advisory Committee, who replaced Vinny DiGilio and Jonathan Barney at the January 30, 2024 meeting, where Holly Robinson was named Committee Chair.

#### 2. Funds expended to date: \$ 313.45

Signature \_\_\_\_\_

Date \_\_\_\_\_