

STEAP Grant Committee 103 (FVCT) Main Street Project Meeting
Saturday, March 13, 2010 @ 9:00 AM
108 Main Street, Falls Village, Connecticut 06031

The STEAP Grant Committee 103 (FVCT) Main Street Project meeting was called to order at 9:04 AM by First Selectman Patricia Mechare. Also present were Committee members Denise Cohn and by conference call Scott Clemons. Selectman Charles Lewis was excused.

In the first item of business Mechare reported that James Marsh, the Town's new contact at the State of Connecticut Department of Social Services had informed her that the contract between the Town and the State was slated to be submitted to the Attorney General's office on March 10, 2010 and that Town Treasurer Linda Paviol had received a letter and checks establishing the Reich and Tang account, although no money had been deposited. Mechare indicated that money would be deposited in the account initially in the amount of about \$40,000 and from then on she would have to request that funds be added to it as the project progressed. There was discussion regarding the Town insuring the project. Colleen White, the Town's representative at CIRMA is trying to arrange the coverage under the Town's current policy, but the fact that the Town does not own the 103 Main Street building is a stumbling block. If the Town is unable to insure with CIRMA, Mechare hopes to receive a recommendation from White as to a carrier. A question was raised about insurance coverage for the installation of the septic system as technically the Town owned the land even though they had granted the Falls Village Children's Theater an easement. Mechare will check with White to determine if this portion of the project can be covered under the Town's insurance.

In the next item of business the installation of the septic system and drainage work was discussed. The invitation to bid and instructions to the bidder wording was reviewed. Mechare will e-mail the template used for the septic system bidding process used by the Falls Village Volunteer Fire Department's project to Cohn so that it can be properly modified and reviewed by the engineer. By consensus it was agreed to install the septic system after Memorial Day. Mechare will contact Ellery Sinclair to determine if any permits are required from the Inlands/Wetlands Conservation Commission for the drainage work and Cohn will contact John Harney to see what type of survey was done on the 103 Main Street property. The RFP for the historic architect was briefly reviewed. Mechare indicated that she had sent a copy of the document to Town Attorney Judith Dixon for comment, but that she anticipated only minor changes to indicate that the Town of Canaan be mentioned where appropriate.

There being no further business to come before the Committee on a motion by Cohn, seconded by Clemons the meeting unanimously adjourned at 9:55 AM.

Respectfully submitted,

Patricia Allyn Mechare
Secretary Pro Tem