



CITY OF DANBURY

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MEETING NOTICE

Who: Margerie Reservoir Trail Advisory Committee

When: 6 P.M. – Monday, January 23, 2023

Where: 3C, 3rd Floor Conference Room
City Hall, 155 Deer Hill Avenue

Purpose: Margerie Reservoir Trail Advisory Committee

**Agenda Item on file in the Legislative Assistant's Office*

Committee Members & Representatives:

Vinny DiGilio, Council President, 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

Ray Yamin, Outside Counsel, City of 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 – Monday, January 23, 2022

Where: Danbury City Hall Conference Room C (3rd Floor)
155 Deer Hill Avenue, Danbury, CT 06810

1. Public Input
2. Meeting Minutes from December 13, 2022
3. Alternate Appointments/Approvals
4. Review Resources
 - 2021 WestCOG Study
 - Grant Document
5. Site Visit
6. Consultant/RFP Process
7. Discussion
8. Next Meeting

Margerie Reservoir Trail Advisory Committee
December 13, 2022 - 6 P.M.

Chairman DiGilio called the meeting to order at 6:05 p.m. on Tuesday, December 13, 2022. Present were Committee Members Antonio Iadarola, Danbury Public Works Director & City Engineer; David Day, Danbury Public Utilities Superintendent; Ray Yamin, Danbury Outside Counsel; Jeff Main, New Fairfield's Conservation Inlands Wetlands/Conservation Commissioner; and Peter Hearn, New Fairfield resident. Present from the public were Patricia Del Monaco, New Fairfield First Selectwoman; Khris Hall, Selectwoman; and Ken Gucker, State Representative.

Members and attendees gave an overview of their involvement with the trail thus far. Mr. DiGilio reviewed the notification and recording process for Committee minutes. The Danbury Legislative Assistant will be responsible for providing the following: notices, agendas, and minutes for all meetings and providing them to New Fairfield for distribution. He discussed the need for public input and the structure of the Committee. The Committee will need Alternate Members.

Mr. Iadarola explained that future schedule conflicts may arise, however, he will make an effort to attend all meetings. Ms. Del Monaco requested the Committee consider alternating meeting locations between the two municipalities to facilitate public input. Mr. DiGilio confirmed each municipality will designate an additional Alternate Member. He requested Members review the grant documents provided to all attendees for discussion at a future meeting.

Mr. Gucker noted additional state grants are available for trail projects. Mr. DiGilio suggested allocating 30-minutes for public input. Ms. Del Monaco suggested scheduling public meetings. Mr. DiGilio opened discussion regarding consultant/s and project recommendations. Mr. Iadarola provided a brief overview of the grant requirements for this topic.

The grant expires on July 19, 2027; however, the City can request a time extension. The grant funds must be used for the following: planning, design, and permitting. He noted construction of the trail is not included in the funding. Furthermore, the Town of New Fairfield (designated the Contractor in the grant) is financially responsible for ensuring grant compliance and for reimbursing the State for unapproved expenditures. Ms. Del Monaco confirmed the funds have been allocated for the project and are being handled through New Fairfield's Finance Department.

Mr. DiGilio suggested the consultant create a project timeline with milestones to track the project. Mr. Iadarola clarified the need for consultants with Ms. Hall; and discussed using an RFP to find a consultant. He recommended that the Committee draft a scope of work and interview the top candidates. Mr. Main discussed walking the property to identify needs. Mr. Iadarola recommended coordinating with the Danbury Public Works Department regarding property access.

Mr. Iadarola referenced several areas to take a closer look at via existing topography maps. Furthermore, he provided a brief overview of the property boundaries and drainage issues. Mr. DiGilio stated he favors hosting the next meeting at the subject property. Mr. Main requested the City evaluate liability of the public attending a meeting on the subject property and suggested that the public sign a waiver before entering the property.

Mr. DiGilio suggested scheduling monthly regular meetings. The Committee agreed to schedule meetings on the 3rd Tuesday of every month. The next meeting is tentatively scheduled for Tuesday, January 17, 2023, at 6 pm; location Danbury City Hall.

Mr. Day noted that his main concern is maintaining/improving the reservoir's water quality. The State and municipal Wetlands/Conservation Commissions will ultimately need to permit and approve the proposed trail.

Mr. Iadarola commented that the Committee must provide proof that they reviewed alternate trails, and that this is the best option in order for the State to permit the trail for recreational use. Mr. DiGilio suggested that in addition to future grant funds they should also discuss other funding opportunities with the Directors of Finance for both municipalities.

A motion was made by Member Antonio Iadarola, and seconded by Member David Day, to adjourn. The motion passed unanimously. The meeting adjourned at 7:02 p.m.

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