

Town of Lebanon  
Rails to Trails Committee  
Monday June 9, 2008

**MINUTES**

**1.0 Opening Business**

1.1 Call to Order: 6:32PM

Members present: Kent Sleath, Naomi Davidson, Christine Witkowski, Peter Gandelman, Nusie Halpine, Mike Lambert and Donna Koenig

Alternates: Walter Miller (Stefan Szafarek) Bruce Sievers (Mary Withey)

Members absent: Stefan Szafarek and Mary Withey

1.2 Reading and Acceptance of Minutes of May 12, 2008:

It was noted that there was an error in section 2.5 of the minutes. The words, **Mike Lambert**, should be removed in the paragraph starting Naomi obtained.

**Bruce made a motion that the minutes be accepted with corrections. Nusie seconded the motion and it passed unanimously.**

**Old Business**

2.1 Status of grants: No Change

2.2 Status of spending/ reimbursement of grant money:

We have not as yet received a bill from O.L. Willard for the bridge materials.

2.3 Bridge at Village Hill Road:

Bruce reported that the students at Windham Tech were building the bridge at this time. They have set Wed. June 18, 2008 as the day of installation. Bruce will re-contact both Ron Ives and Joyce Okonuk to remind them about cutting and delivering the steel beams to the bridge site before June 18<sup>th</sup>.

2.4 Section 2:

Naomi has been working on the invitation to bid for section 2. She brought in the latest draft of this, which she had worked with both Joyce and Mary Ellen.

Joyce came in to our meeting to talk about a Bid Sheet. She suggested we create this to insure that all bidders give us all the information that we require. She also stated that Bid envelopes will be stamped with the time and date and that these should be attached to the bids when they are opened.

Naomi and Christine will develop a Bid Sheet. Naomi will make further adjustments to the invitation to bid and send it to the committee for a final review. The following dates were decided for each step of this process:

1. Invitation to bid to newspaper: June 20, 2008
2. Walk of section by contractors: Monday June 30, 2008 at 4:00PM
3. Bids due in July 14, 2008 4:00PM
4. Bids opened at July 14, 2008 meeting

Mike and Walt will mark each location that is noted on the Invitation to Bid before the notice is placed in the newspaper.

Naomi, Kent and Donna will attend the walk on June 30, 2008.

**Mike made a motion that the committee authorizes Naomi to submit the final appropriately revised Invitation to Bid and Bid Specification sheet to the Selectmen's Office for publication in the newspaper. Christine seconded the motion and it passed unanimously.**

2.5 Sections 3/4:

Donna reported that the town crew has been working on section 3. Most of the marked trees were removed and the brush was chipped. A ramp at the Chesbro crossing has been installed.

Naomi and Donna rode the two sections with Joyce to acquaint her with the specific needs for these sections to be completed.

2.6 Grants Program/ Trail signs:

Christine presented the draft of her application for the Kodak American Greenways Award. She would like all final comments back by June 23, 2008 so that she may submit the proposal by the due date of June 30, 2008.

**Mike made a motion that the committee authorizes Christine to apply for the Kodak American Greenways Award to be used for trail signs. Kent seconded the motion and it was passed unanimously.**

2.7 Connecticut Trails Day Walk-June 7:

Nusie reported that the Bird Walk had been a great success. Seventeen people took part and a variety of birds were seen. Andy Rzeznikiewicz said that he would be available to us next year.

**3.0 New Business**

3.1 Section 7, Maintenance:

Nusie stated that a tree came down across the trail and it is a danger. Naomi will notify the town crew and ask that it be removed.

After some discussion it was decided that Nusie would draft a letter to go to the neighboring land owners asking them to remove any debris that they had placed on the trail side. She will have these letters sent out by the DEP.

3.2 Correspondence Received: None

3.3 Recreational Trails program report:

Kent brought a draft of his next quarterly report which needs to be submitted to the DEP.

**4.0 Motion to adjourn:**

**Nusie made a motion to adjourn the meeting at 8:29 PM and it was seconded by Christine. The motion passed unanimously.**

Respectfully Submitted,

Donna C. Koenig

