

THE FOLLOWING MINUTES RE SUBJECT TO APPROVAL BY THE BOARD OF SELECTMEN

The Board of Selectmen held a regular meeting Monday, June 21, 2021. The meeting was held in the Council Chambers at the Newtown Municipal Center. First Selectman Rosenthal called the meeting to order at 7:33 p.m.

PRESENT: First Selectman Daniel C. Rosenthal, Selectman Maureen Crick Owen and Selectman Jeff Capeci

ALSO PRESENT: Director of Planning George Benson, Department of Public Works Director Fred Hurley and Wes Thompson, Chair of the Economic Development Commission.

VOTER COMMENTS: none.

ACCEPTANCE OF THE MINUTES: Selectman Crick Owen moved to accept the regular meeting minutes of June 21, 2021. Selectman Capeci seconded. All in favor.

COMMUNICATIONS: The marijuana bill was passed to go into effect on July 1 and has an opt out provision. Planning & Zoning will address banning the retail sale at their July 1 meeting. A regulation is required to opt out. This has no authority over home grown. Selectman Capeci said that Doug Lord, Director of the CH Booth Library held a meeting for the Newtown non-profit council. A vendor has a product for a hub/portal for non-profits in town. Mr. Lord is looking into library funding to pay for this and allow non-profits in town to use to advertise. Search option optimization will be utilized. Katherine Simpson was also very involved in this effort. Wes Thompson stated calendar use is typically through a third party; it's better to have this come off of the Newtown website. Selectman Capeci will follow up.

FINANCE DIRECTORS REPORT: none.

NEW BUSINESS

Discussion and possible action:

- 1. Assignment and Assumption of License Agreement – 164 Mt. Pleasant Road:** The original license agreement was in 2016. There has been an ownership change. It will still be a medical building and the new owners will maintain plantings on Town property. Selectman Crick Owen moved to approve the Assignment and Assumption of License Agreement between the Newtown Medical Office I, LLC and AH-WT Holdings, LLC with the Town being the owner of the property. Selectman Capeci seconded. All in favor.
- 2. Consolidated Agreement – 6 & 8 Commerce Road:** There is a provision in the zoning regulations allowing two properties to be combined for the purposes of zoning. The combination will allow for development and conservation. The Town owns both properties; one parcel will be sold. The Town will retain ownership of 27 acres of conservation land. The scale of development relative to the scale of the property is more than appropriate. This is the minimum that can be done under development standards. This protects Deep Brook. Selectman Crick Owen moved to accept the Consolidated Agreement for 6 & 8 Commerce Road, as presented (att.). Selectman Capeci seconded. All in favor.
- 3. Lot Line Revision – 6 & 8 Commerce Road:** The property, originally referred to as Tech Park, was given to the Town by the State of CT, for economic development purposes. The property is in the area of Commerce Road, the Hubbard Foundation, the treatment plant and Deep Brook. #6 & #8 are two separate properties. The lot line revision will give #8 access to Commerce Road and #6 access to Commerce Road and the Hubbard Foundation. 6 Commerce will be the development parcel, 8 Commerce will be the Conservation parcel; the Town will retain possession. This takes three lots and makes them into two lots. Because there is no subdivision this will not go to P&Z. The action allows the revision to be done administratively through the Land Use Department. Selectman Crick Owen moved to approve the lot line revision, as presented for 6 & 8 Commerce Road (att.). Selectman Capeci seconded. All in favor.
- 4. Glen Road/Sandy Hook Heritage Park & Trail STEAP grant acceptance:** The land was released to SHOP; SHOP planned to privately fundraise. The Town secured a \$128,205 grant, which includes a \$12,000 match. Additional required funds will be contributed; SHOP is contributing \$50,000 and volunteers. George Benson said it is a great project. The plan has been in place, pending funding. Work will be contracted and time donated by

Rec'd. for Record 6/22 2021
Town Clerk of Newtown 3:34pm
Debbie Annalisa Halstead

volunteers. Selectman Crick Owen moved to accept the Glen Road/Sandy Hook Heritage Park & Trail STEAP grant (att.). Selectman Capeci seconded. All in favor.

5. Amendment of Grant Award, Affordable Housing Plan Grant Technical Assistance Program: This grant has already gone through the approval process; the date has been extended to Dec. 31, 2021. Selectman Crick Owen moved to approve the amendment, by extending the date to December 31, 2021, of the State of Connecticut Department of Housing Affordable Housing Plan Grant Technical Assistance grant award (att.). Selectman Capeci seconded. All in favor.

6. 2021-2022 Road Work Plan: Road work obligations from last year have been completed or are in the process. The current plan is balanced with drainage projects, patching, chip sealing and paving. The metal pipe is rotting and is being replaced within the drainage projects. Chip seal extends the life of a road by four to six years for a fraction of the cost of full paving. The goal is to rehab roads and also extend the life of the roads. First Selectman Rosenthal added that, while there is still work that needs to be done, over the last three years roads have been funded while moving away from bonding. In a year or two there will be \$3 million for roads in the operating budget with no bonding for roads. Chip sealing has been successful, with the exception of two roads; the Town is working with the vendor to address that. DPW sends letter explaining the chip seal process so residents are aware. Fred Hurley said that patch paving and chip sealing address delamination. The road work on the current list will begin after July 1 and continue until the plants close; the remainder of the work will be done in the spring. Alpine is not on the list because the water service to the area roads will be extended within the next three years. DPW will send a letter to area residents with this information. Aquarion will be doing the work and will contribute funding to paving. The 2021-2022 Road Plan is attached.

7. Appointments/Reappointments/Vacancies/Openings: Selectman Crick Owen moved to re-appoint Chris Layda to the Hattertown Historic District for a term to expire 6/30/26. Selectman Capeci seconded. All in favor.

8. Driveway Bond Release/Extension: Selectman Crick Owen moved the driveway bond release for W.F. Schneider, Flat Swamp Road, M8, B8, L6 in the amount of \$1,000; Porco Construction, 16 Sugarloaf Road, M45, B6, L35 in the amount of \$1,000 and Cole Construction, 4 Meridian Ridge, M2, B9, L1.10 in the amount of \$1,000. Selectman Capeci seconded. All in favor.

9. Tax Refunds: Selectman Crick Owen moved to approve the June 21, 2021 Tax Refund #19 in the amount of \$36,687.50. Selectman Capeci seconded. All in favor.

VOTER COMMENTS: none

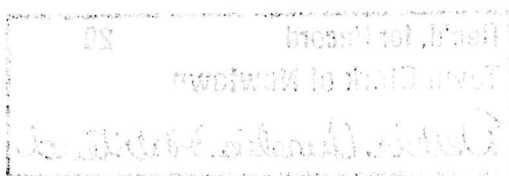
ANNOUNCEMENTS: none.

EXECUTIVE SESSION: First Selectman Rosenthal certified that per statute, the public interest in disclosure of such bid responses is outweighed by the public interest in the confidentiality of such responses. Selectman Crick Owen moved to enter executive session to discuss responses to bid solicitation issued by the Public Works Department and invited Fred Hurley to attend. Selectman Capeci seconded. All in favor. Executive session was entered into at 8:27p.m. and returned to regular session at 9:14p.m. with no motion taken.

ADJOURNMENT: Having no further business the regular Board of Selectmen meeting was adjourned at 9:14p.m.

Att.: 6 & 8 Commerce Road Consolidated Agreement; 6 & 8 Commerce Road Lot Line Revision; Heritage Park STEAP grant; amended notice of grant award (Affordable Housing); 2021-2022 Road Plan

Respectfully submitted,
Susan Marcinek, clerk



3 Primrose Street
Newtown, CT 06470
Tel. (203) 270-4276
Fax (203) 270-4278



George Benson
Director of Planning

TOWN OF NEWTOWN

Planning Department

Deep Brook West – 6&8 Commerce - Consolidated Agreement

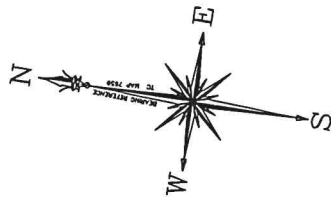
WHEREAS, The Town of Newtown is the record owner of a certain parcel of property known as 6 Commerce Road in the Town of Newtown, County of Fairfield, and State of Connecticut more particularly described as “LOT 1, 620,096 +/- S.F., 14.236 +/- ACRES” on a map entitled “COMPILATION PLAN – LOT LINE REVISION PREPARED FOR THE TOWN OF NEWTOWN 6 & 8 COMMERCE ROAD” dated 2/8/21, prepared by Brautigam Land Surveyors P.C. (hereinafter the map), and as more particularly described on Schedule A on attached hereto and made a part hereof (said parcel being hereinafter referred to as “Lot 1”); and

WHEREAS, The Town of Newtown is the record owner of a certain parcel of property known as 8 Commerce Road in the Town of Newtown, County of Fairfield, and State of Connecticut, adjacent to and contiguous with the aforesaid Lot 1 in the Town of Newtown, County of Fairfield, State of Connecticut shown as “LOT 2, 1,198,871 +/- S.F., 27.522 +/- ACRES” on the aforesaid Map, and as more particularly described on Schedule B attached hereto and made a part hereto (said parcel being hereinafter referred to as “Lot 2”); and

WHEREAS, The Town of Newtown desires to declare Lot 1 and Lot 2 (hereinafter collectively, the “Lots”) to be “Consolidated Lots” pursuant to Section 7.05.100 of the Zoning Regulations for the Town of Newtown, Fairfield County, Connecticut, original effective date August 25, 1958, as revised and adopted effective April 1, 2008 (the “Newtown Zoning Regulations”),

NOW THEREFORE, the Town of Newtown does hereby covenant, declare as follows:

1. Lots 1 and 2 (hereinafter collectively, the “Lots”) are hereby declared to be consolidated for purposes of zoning, such that the Lots shall be considered one lot when computing lot area, building and lot coverage, yard setbacks, parking requirements, number of buildings per lot, and permitted uses, as permitted pursuant to Section 7.05.100 of the Newtown Zoning Regulations.



#6 COMMERCE ROAD
112,623 ± S.F.
2,586 ± ACRES

#8 COMMERCE ROAD
96,264 ± S.F.
2,210 ± ACRES

BEAR PARCEL
1,610,082 ± S.F.*
36,952 ± ACRES

*S.F. = 43,560
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116 COMMERCE ROAD
\$520,096 ± S.F.
14.236± ACRES

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90 South Main Street
Newtown, Connecticut 06470
Telephone (203) 270-7810
Facsimile (203) 270-6392
E-mail Surveyor@BrautiganLand.com

PAUL A. BOUTONNIER C. L. C. No. 15188

FIELD NOTES:

DATE: 2-8-21

EXCEED 571 PAB

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TOW

**NEW - LOT
PREPARED FOR
OF NEW**

REVISION

REVISION

STEAP GRANT - Sandy Hook Heritage Park & Trail:

	<u>STEAP grant</u>	<u>Town match</u>
Clear & grub	4,000	
Parking lot & infrastructure	32,035	12,000
Stormwater drainage	4,000	
Streetscape, sidewalks and lights	48,670	
Pavilion:		
Electrical	6,000	
Topsoil, rake & seed	6,500	
Remediation with LEP	5,000	
Landscaping	15,000	
Prof sevices - site plans	7,000	
	<u>128,205</u>	<u>12,000</u>

**TOWN OF NEWTOWN
FINANCIAL IMPACT STATEMENT
(Per Town Charter 6-35(b), 6-40 & 7-25)**

REQUESTING DEPARTMENT ECONOMIC DEVELOPMENT

PROJECT: STEAP GRANT - SANDY HERITAGE PARK & TRAIL

PROPOSED APPROPRIATION AMOUNT: \$ 140,208

PROPOSED FUNDING:

BONDING	\$	-
GRANT	\$	128,205
LOCAL MATCH	\$	12,000
OTHER	\$	-
CONTINGENCY	\$	-
IN KIND	\$	-
	\$	<u>140,205</u>

ANNUAL FINANCIAL IMPACT ON OPERATING BUDGET (GENERAL FUND):

List any financial impact your request will have on the Town's annual operating budget.
Attach spreadsheet(s) showing your calculation of the estimated impact.

EXPENDITURE CATEGORY:	**FOR BRACKETS USE NEGATIVE SIGN BEFORE NUMBER**	(POSITIVE IMPACT) / NEGATIVE IMPACT	Attachment #
SALARIES & BENEFITS		***	
PROFESSIONAL SERVICES			
CONTRACTED SERVICES			
REPAIRS & MAINTENANCE			
UTILITIES			
OTHER			
DEBT SERVICE (average)	\$	-	
TOTAL IMPACT ON EXPENDITURES	\$	-	

REVENUE CATEGORY:	POSITIVE IMPACT / (NEGATIVE IMPACT)	Attachment #
PROPERTY TAXES		
CHARGES FOR SERVICES (FEES)		
OTHER		
TOTAL IMPACT ON REVENUES	\$	-

TOTAL FINANCIAL IMPACT ON OPERATING BUDGET \$ -

EQUIVALENT MILL RATE OF TOTAL IMPACT

(using current year's information)

0.0000 mills

COMMENTS:

NO ADDITIONAL IMPACT ON THE BUDGET. THERE IS \$9,000 DESIGNATED IN THE CAPITAL & NON-RECURRING FUND FOR A GRANT TOWN MATCH. THE ADDITIONAL \$3,000 OF LOCAL MATCH CAN COME FROM WITHIN THE APPROVED BUDGET.

PREPARED BY: 

DATE: 6/21/2021

STEAP grant awarded to Town of Newtown for Sandy Heritage Park and Trail

Amount: \$128,205 awarded

Town Match: \$12,000 which must be spent before any funds will be reimbursed from the State

Administered through: CT Department of Energy and Environmental Protection

Along with SHOP and local business owners, this project will transform 7 Glen Road from an underutilized brownfield into an improved, landscaped destination. The park will serve as the anchor to a walking trail (Heritage Trail) which will educate residents and visitors about the history of Sandy Hook, as well as support area businesses with additional parking and benches, adding a new destination to Sandy Hook.

Town funds will be used for a parking lot and associated infrastructure. Grant funds will pay for site plans, site work, infrastructure, landscaping and remediation.

Private funds have been committed to the project, and will be used to build a pavilion on the site.

APPENDIX A

SCOPE OF WORK

Project: To provide a grant-in-aid to the project sponsor, the Town of Newtown (hereinafter referred to as the "Contractor"), for the Sandy Hook Heritage Park and Trail project that will turn a currently vacant brownfield into an improved, landscaped destination. The Park will serve as the anchor to a walking trail which will educate the public about the history of Sandy Hook, as well as provide additional parking space, benches and landscaping. Funding for this project was allocated at the Bond Commission meeting of December 18, 2019, and approved as documented in the minutes of the meeting.

Purpose: The Project referenced above (hereinafter referred to as the "Project") shall be undertaken by the Contractor, and be located at 7 Glen Road in Newtown, Connecticut. The Project includes preparing site plans, undertaking site work, installing a paved parking lot and necessary infrastructure (Ex: sidewalks, lighting and supporting electrical work), constructing a pavilion with a kiosk, landscaping and addressing possible environmental issues.

Project Description: Following the Execution of this Contract, the Contractor shall complete the Project as outlined in this Scope of Work. The responsibilities of the Contractor shall include:

- Ensure that a site plan is completed.
- Obtain a contractor to undertake site work, install a paved parking lot and necessary infrastructure (Ex: sidewalks, lighting and supporting electrical work), landscaping and addressing possible environmental issues.
- Funds may not be used to purchase any plant-vegetation that is on the State of Connecticut invasive plant list.
- Oversee the items in the bullet above.
- Report as necessary to the Dept. of Energy and Environmental Protection (DEEP)
- Request reimbursements from the DEEP.
- Associated work for the identified improvements shall include required surveying, design, bid package development, advertising, engineering, and architectural services.

Proposed budget and required town match

Town Name: Town of Newtown
 Project Title: Sandy Hook Heritage Park & Trail Phase #2: Park at 7 Glen Road

Attachment N

PROJECT FUNDING SOURCES										
Expenditure Category	Amounts funded by this STEAP Application	Previous STEAP Grant Amts.	Secured Federal Funding Amts.	Secured State Funding Amts. (other than STEAP)	List "Secured State Funding Amts. other than STEAP" Source	Secured Match Amounts	List "Match" Funding Source	Approved Capital Budget Fund Amts.	Secured "Other Funding" Amts.	List "Other Funding" Source
Construction: 7 Glen Demo										
Construction: Park at 7 Glen								\$21,650.00		
Clear & grub	\$4,000.00									
Parking lot and infrastructure	\$32,035.00					\$12,000.00	Town of Newtown *			
Stormwater drainage	\$4,000.00									
Streetscape/sidewalks and lights	\$48,670.00						Town match			
Pavilion										
Electrical	\$5,000.00								\$50,000.00	Flint Ridge Development (Christopher Hotels)
Topsoil, rake & seed	\$6,500.00									
Remediation with LEP	\$5,000.00									
Landscaping	\$15,000.00									
Prof Services: Site Plans	\$7,000.00									
Other (list category below):										
TOTALS:	\$178,205.00	\$0.00	\$0.00	\$0.00		\$12,000.00		\$31,680.00	\$50,000.00	
TOTAL OF ALL SECURED FUNDING										
\$93,680.00										
AMOUNT REQUESTED IN THIS APPLICATION:										
\$128,205.00										
GRAND TOTAL:										
\$221,885.00										



STATE OF CONNECTICUT
DEPARTMENT OF HOUSING



NOTICE OF GRANT AWARD - Amendment
Affordable Housing Plan Grant Technical Assistance Program

The State of Connecticut, acting herein by the Department of Housing, hereby makes the following grant award in accordance with Connecticut General Statutes ("CGS") § 8-30j, as amended, the grant solicitation, and the attached attached request for project period extension, if applicable.

Grantee	<u>Town of Newtown</u>		
Address	<u>3 Primrose Street</u>		
City/State/Zip	<u>Newtown, CT 06470</u>		
Town Code	<u>097</u>		
Federal Employer ID No.	<u>06-6002048</u>		
State Agency Code	<u>DOH46900</u>		
DOH Grant No.	<u>AHPG: 2020-097-041</u>		
Date Of Award	<u>July 1, 2020</u>		
Period Of Award	From: <u>July 1, 2020</u>	To: <u>June 30, 2021</u>	<u>Extended to: December 31, 2021</u>
Amount Of Award	State: <u>\$ 6,500</u>	Grantee Match: <u>\$ 0</u>	Other: Town Admin <u>\$ 1,300</u>
Total Budget	<u>\$ 7,800</u>		
Grantee Fiscal Year	From: <u>July 1</u>	To: <u>June 30</u>	

My signature below, for and on behalf of the above named grantee, indicates acceptance of the above referenced award and further certifies that:

1. I have the authority to execute this agreement on behalf of the grantee; and
2. The grantee will comply with all the requirements of the original Notice of Grant Award.

BY:

Signature of Authorized Official
Daniel C. Rosenthal

Typed Name and Title of Authorized Official

Date

FOR THE STATE OF CONNECTICUT DEPARTMENT OF HOUSING

BY:

Signature of Authorized Official
Seila Mosquera-Bruno

Typed Name and Title of Authorized Official

Date

For DOH Business Office Use Only

<u>DEPT</u>	<u>PROG</u>	<u>FUND</u>	<u>SID</u>	<u>ACCOUNT</u>	<u>PROJECT</u>	<u>CHART 1/2</u>	<u>BR</u>
<u>OH46900</u>		<u>12039</u>	<u>40233</u>		<u>DOH</u>	<u>n/a</u>	<u>n/a</u>

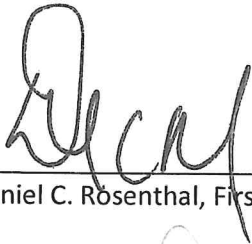
Affordable Housing Plan Technical Assistance Grant

The State of Connecticut Department of Housing ("DOH") invites applications for planning grant funds from small municipalities (populations below 50,000) seeking to prepare and adopt an Affordable Housing Plan under the provisions of § 8-30j of the Connecticut General Statutes ("CGS"). This grant opportunity is intended to enable eligible municipalities to undertake a proactive planning process and lay out a strategy for meeting the housing needs of existing and future residents and workers. Addressing Connecticut's housing affordability crisis with thoughtful planning for homes that meet the needs of individuals and families at different income levels and stages of life is an economic imperative for our state and critical to sustaining thriving local communities.

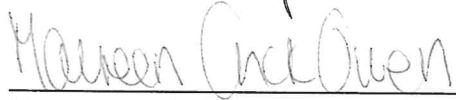
Board of Selectman Resolution

RESOLVED: Resolution accepting the grant award and authorizing the First Selectman to execute documents for the formal acceptance of the State of CT Department of Housing Affordable Housing Plan Technical Assistance grant award, which has been extended to December 31, 2021, in the amount of \$6,500.

FURTHER RESOLVED: The undersigned certifies that Daniel C. Rosenthal now holds the office of First Selectman and that he has held that office since December 1, 2017.



Daniel C. Rosenthal, First Selectman



Maureen Crick Owen, Selectman



Jeff Capeci, Selectman

June 21, 2021

21-22 Road Plan

Road Name	Project	Length/LF	
Currituck/Parmalee Hill	Guiderail	782	
Drummers Lane	Drainage	120	
Drummers Lane	Overlay	1,000	
Fairchild	Drainage	1,800	
Fairchild	Reclaim/Pave	1,800	
Hanover	Guiderail	675	
Hattertown	Guiderail	2,938	
High Rock	Overlay	5,700	
Kale Davis	Overlay	1,200	
Lazybrook	Overlay	1,500	
Leopard	Overlay	1,600	
Liberty	Reclaim/Pave	1,100	
Johnny Cake	Drainage	690	
Mile Hill South	Overlay	1,600	
Old Gate	Drainage	670	
Old Gate	Overlay	840	
Osborne Hill	Drainage	4,300	
Riverside	Overlay/Re-profile	930	
Rock Ridge #2	Drainage	1,400	
Washington	Overlay/Topcoat	1,460	
			TOTAL COST
Sub-Totals: Project LF/Cost		32,105	\$1,642,585
Project Miles (No duplicates)	(29,515 LF)	5.59	
Chip Seal Miles/Cost		12.78	\$328,334
In-House Paving Miles/Cost		8.3	\$1,029,081
Total - Miles/Cost (Bond, Road Improvement and Contractual)		26.67	\$3,000,000

21-22 PROPOSED CHIP SEAL ROADS

Road Name	Length	width	Road Name	Length	width
Academy Rd	550	22	Newbury Rd	1,350	22
Beagle Trail	480	22	Nighthawk	1,506	22
Bennett's Bridge	4,200	22	Pheasant Ridge Rd	1,785	22
Bishop Circle	1,220	22	Philo Curtis	6,522	22
Brennan Rd	1,480	22	Quail Hollow	750	22
Camelot Crest	727	22	Quaker Lane	696	22
Canterbury Lane	2,410	22	Quarry Ridge Rd	1,370	22
Castle Lane	731	22	Ridge Rd	3,679	22
Cherry Heights	760	22	Sleepy Hollow Rd	2,280	22
Clapboard Ridge	2,339	22	Somerset Lane	776	22
Daves Lane	483	22	Split Rock Rd	2,037	22
Elana Lane	1,220	22	Stonybrook Rd	1,088	22
Erin Lane	947	22	The Old Rd	998	22
Fallen Leaf	875	22	Twist Hill Lane	1,092	22
Farmery	906	22	Valley Field Rd South	4,800	22
Georges Hill Rd	3,040	22	Valley View	3,933	22
Gopher Rd	1,738	22			
Green Knolls Lane	820	22		67,497 LF	
Holmes Farm Road	869	22		12.78 Miles	
Indian Hill Lane	2,177	22		164,992 SY	
Maltbie Road	4,223	22			
Meadow Woods	640	22			

164,992 SY @ 22'

\$1.99 = \$328,334

\$328,334

S:\Public Works\Budget\2021-2022 Expenditures\2021 Chip Seal

2021-2022 IN HOUSE PAVING PROGRAM

Road Name	Length	Tons	
Albert's Hill	1,840	452	
Bresson Farms	1,587	446	
Echo Valley	1,720	424	
Chimney Swift	1,575	388	
Cobblestone	1,200	295	
Edmond Road	2,800	777	
Farrell	2,275	560	
Founders Lane	1,632	402	
Gelding Hill	1,000	246	
Hattertown	3,000	792	
Kent	400	143	
Longview Heights	500	123	
Old Castle Drive	1,075	264	
Plumtrees	1,380	340	
Poverty Hollow	1,213	299	
Shady Rest (match)	1,200	336	
Sherman	2,050	504	
Smoke Rise (match)	900	242	
Sugarloaf	1,425	351	
Taunton Hill	2,500	669	
Taunton Lake	6,700	1,649	
Timbermill	2,060	508	
Totem Trail	1,100	253	
Walker Hill	2,700	664	
			TOTAL COST
(8.3 miles)	43,832	11,127	\$1,057,081
		(Match Deduction)	\$ (28,000)
			\$1,029,081