



Sandy Hook Permanent Memorial Commission

Sandy Hook Permanent Memorial Commission
Meeting Minutes
Newtown Municipal Center – Council Chambers
3 Primrose Street, Newtown, Connecticut
Thursday, September 14, 2017

In Attendance: JoAnn Bacon, Joanne Brunetti, Brian Engel, Daniel Krauss, Kyle Lyddy (Chairman), Alan Martin (Vice Chairman), Sarah Middleleer, Tricia Pinto and Donna VanWaalwijk
Staff: Lynn Kovack (Clerk)

Moment of Silence

Public Participation: Richmond Jones just wanted clarification as discussions continue regarding the requirements specific to the land. Wants to know if part of the design process is for the full 5 acres or for a specific area. Sarah stated that it is very open ended as some people may want to use the whole property and others may just want to use one core part of it. She stated it would be up to the designers but stated that parking, the approach, etc is part of the design requirements.

Will Turry of 45A Turkey Plain Road, Bethel CT 06801. He stated he had seen the site and he thought the pond was overgrown and that it would be a costly expense to clean up if someone wanted to make the area part of their design. Sarah stated that the Commission wanted to get in and start to remove some of the invasive plants but Land Use would like it left for now in case it is to be used as part of the design. Dan stated there are several terrace like areas that can be used. He stated there are still plenty of space if the pond area didn't get dealt with. Kyle thought that it would be nice to use the ponds and it would be a shame not to incorporate them. Kyle also stated that a water element was always in peoples thoughts since the beginning of the process.

Approval of minutes with corrections (M) Kyle, (2nd) Donna with all in favor

Under Memorial Site Update – Add there was discussion about whether a walk of the site will preclude anyone but Pat has insisted on making this a requirement, and it was agreed to leave it in. Add ASLA to list of people Sarah will get press release to

Design Guidelines Discussion and Prep for Release and Web Update

2 Weeks ago Kyle gave an update to the Board of Selectman. They have put a place holder of \$250,000 with no cap and it can be adjusted as time moves forward. Kyle went through corrections and updates on process of submission. Kyle has been working with a Town Developer and private groups. There will be one web source who will assist with form and accepting the design PDF's that come through. Phase I and Phase II changes were discussed. Commission is hoping to release on September 22, 2017. That will

be the day forms can start to be submitted. October 13, 2017 Commission is going to start accepting files from designers. Once the form is completed they will receive an email saying that it was received and to give them a submission number that will be used on any correspondence/plans/designs submitted from that time on.

Commissioners set up Dates and times for walks at the site for Potential Designers. See attachment for dates. These dates will also be posted to SandyHookPermanentMemorial.com

Kyle will confirm with Parks and Rec regarding mowing, etc prior to site walks. Sarah thinks property markers should also be laid out to clarify to designers the area they can use. Sarah also thinks photos should be added and sized differently as some pictures make some areas look larger.

After a long discussion the Final Draft was voted on:
Approval is for Version 26

(M) Kyle made motion to release Friday September 22, 2017 (2nd) Alan with all in favor

Kyle thanked Agni and Sarah for all the hard work they did on the Draft. Discussed the press release and who it will go out to. Kyle will ask the Newtown Bee for resources too in getting the press release out. Joanne will look into other resources about state and national papers. Kyle will also clarify circulation with Pat. Kyle will discuss a sign or gate being put up on site once press release also goes out. Once the release it out Kyle will reach out to people who have reached out in the past and Donna will help with it.

Web Update

The website will have everything on it and a secondary group is helping in getting it set up. The Town doesn't have full capacity for certain uploads. Kyle sent drone video out to Commissioners today to review. Kyle said some adjustments need to be made to it.

Commission would also like to add Shavaun Towers, FASLA to the SHPMC Advisory Panel as she was not listed on the last one.

With no further discussions the meeting was adjourned at 8:13PM Kyle (M) Alan (2nd) with all in favor

Respectfully submitted by Lynn Kovack (recording clerk)

THESE MINUTES ARE SUBJECT TO APPROVAL BY THE SANDY HOOK PERMANENT MEMORIAL COMMISSION



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Permanent
Memorial
Commission**

Memorial Site Walk Through Schedule with Potential Designers

The below times will allow for designers to come to the site and take a walk through of the grounds to get a first-hand understanding of the landscape and site specs. Those interested in attending one of these sessions, must email SandyHookPermanentMemorial@gmail.com to confirm their attendance.

Individuals who cannot make these dates and times, can email the Commission at SandyHookPermanentMemorial@gmail.com to schedule a walk through at a time that works for both parties.

Unauthorized visits to the grounds will **NOT** be allowed and each individual or group must have an escort by the Sandy Hook Permanent Memorial Commission.

2017 Dates	Time	SHPMC Escort
Saturday, September 30 th	10:00AM	
Sunday, October 1 st	10:00AM	
Wednesday, October 4 th	6:30PM	
Saturday, October 7 th	10:00AM	
Sunday, October 8 th	10:00AM	
Tuesday, October 10 th	6:30PM	

Should more dates be added, they will be posted to SandyHookPermanentMemorial.com.