



Sandy Hook Permanent Memorial Commission

Sandy Hook Permanent Memorial Commission
Special Meeting Minutes
Newtown Municipal Center – Council Chambers
3 Primrose Street, Newtown, Connecticut
Tuesday, August 22, 2017 at 7PM

In Attendance: JoAnn Bacon, Brian Engel, Daniel Krauss, Agni Pavlidou Kyprianou, Kyle Lyddy (Chairman), Alan Martin (Vice Chairman), Sarah Middleleer, Tricia Pinto and Donna Van Waalwijk
Staff: Lynn Kovack (recording clerk)

Moment of Silence

Public Participation: Will Turry of 45A Turkey Plain Road, Bethel CT 06801. He talked about how the Memorial planning is going. He asked that once a proposal is chosen that he is sure the aspects will go out to bed so it's hard for him to put together a team right now for his design. He said he assumes once the Commission chooses a finalist there will be general meeting for the town. Kyle stated that all meetings are open to the public now. He stated that his experience with Commissions and advisory boards has been that once a finalist is picked, that it only takes one question of if you are willing to change any part of your proposal. If you the Commission says no then you can eliminate certain designs. Kyle stated as long as the Commission stays open ended like Columbine it will be good but also stated that the Commission is still not sure how things will play out but based on other Memorials things can change but it is premature to know how it will go at this time. Kyle stated that the timeline would be discussed tonight. He asked about visits to the site. Kyle stated that at this time NOBODY should go onto the property unless first contacting the Land Use office and speak to Rob Sibley at 203-270-4276 to set up an appointment. But at NO TIME should anyone go out without a Land Use Representative from the Town. Sarah told Mr. Turry that with Phase I for the design, that only a design team would be needed and once materials are known and goes out to bid down the road then he would want to put his team together.

Approval of June Minutes: Kyle Lyddy (M), Donna Van Waalwijk (2nd) with all in favor

Memorial Site Update/ Access

Kyle stated that at this time he was told not to access the site as all the necessary paperwork was not completed. So you can not access the property from the driveway at this point. NUSAR has 2 entrances and Public Works has removed some overgrown shrubs for better access. The deed should be signed in a few days. Photography of the site will be conducted as soon as possible. Talked about using a drone for aerial views of the site too. Still photos will also be taken and Kyle will get the information on photographer to Sarah. Will be sending letters to the Neighbors to let them know that Aerial photography will be taken with a drone and that should go out this week. Sarah supplied aspect of land on what we want photographed. Sarah stated several hours will be needed on site and she discussed removal of the invasive plants. She stated that Rob Sibley did not want the invasive plants disturbed at this time as an individual to possibly incorporate them into their submission. Kyle has also reached out to individuals regarding the removal of the invasive plants. Sarah stated that the ponds are overgrown with the invasive plants and should be removed. She doesn't see a logic in leaving them there. She stated that the removal helps with access to the pond. Kyle will check for some clarity from Rob Sibley. Not doing a walk of the site will not preclude anyone but the Commission strongly encourages a walk of the site. Again it is stressed to not access the site on your own, you should contact the Commission or Rob Sibley in the Land Use Dept to make arrangements. The Commission will put together 4 to 6 site visits and invite designers or representatives to visit the site. Pat

thought it was a must requirement to walk the site to get a feel of it and to know the Community as well JoAnn Bacon added. You need to feel connected if you're going to be doing the Memorial.

Updated Design Guidelines

Kyle went over the document on "Feedback Received on Design Guidelines" (attached). He also pointed out that Rob Sibley would be the Land Use contact at this point. He also talked with Pat Llodra and he will have ongoing contact with her regarding the timelines, etc. Kyle then went over the DRAFT copy for Guidelines for Submitting a Design for the Construction of a Permanent Memorial. He wanted to go over the Phase I and Phase II areas. Sarah read each one and Kyle stated that in Phase I you will have a form to fill out and submit to the Commission. It will give specifics on file sizes and how to go about submitting it. The Commission is working with IT Department on how to get the submissions into the Commission. Kyle is working with IT Department to also get an official Town Email address. Discussions on budget monies and referendums were also discussed. We will let people create their own design and you will see what design Commission likes best and then work on numbers. Brian asked if we should talk to the Advisory Board for Clarity. Brian states that he doesn't want to see creative people lose out on their design just due to numbers. Sarah stated that once a design is in maybe more money will start coming in due to people's inspiration to see the Memorial built. There is no way of guessing at this point and may be very difficult but don't want to limit the people. If not cap then there should be more language in the draft for guidance for the designers to understand better. Kyle will clarify some things with Pat on CIP and monies to make sure the right language is added to the final Draft. Under Phase II under section 9.3. Commission will remove the sentence. Do not include animation or links to other online material. Kyle then went over timelines and getting the aerial photos as soon as possible. Many Commissioners stated that pictures were still not done and really need to be done in order to keep with the timelines. After much discussion the Commission changed a few dates and will update the DRAFT. They are hoping to have the final copy completed by the September meeting.

The Commission will start working on a press release and newspapers. Sarah will get it out to AIA who will send it out to universities and town Chapters, etc. The Commission just needs to be certain with things before moving on. Agni asked if we would reach out to local schools and universities and Sarah said yes we would reach out to them too. Kyle stated that he had also talked with Joe Daniels from the 9/11 Commission and he made some suggestions on changes to the draft too. Kyle also discussed what Pat's role will be with the Commission after she leaves office. The Commission thinks she will be a great asset as she has good historical sense and she knows the families and she wants to see it through to the finish too. We will have to wait until she steps down for further discussion but she will be a valuable resource and can work with the New Selectman with the Commission.

Kyle stated the DRAFT should be complete by the September Meeting. Things are moving along and he is very confident where the Commission is at this point.

With no further discussions the meeting was adjourned at 8:44PM 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



Feedback Received on Design Guidelines

Land Use:

- Do not touch the land / keep as is in an effort to allow people submitting proposals to come back with their own ideas and thoughts
- Adjustments have been made to the NUSAR parking entrance (first driveway) and should remain our current access to the site at this time.

Legal / Town:

- No major feedback presented – will need to be open about the timeline as we progress
- Sacred Soil Revised: Following the tragedy, many items were left as temporary memorials throughout town, including stuffed animals and flowers. These items were later incinerated, with the resulting ash called “sacred soil.” It is hoped that the sacred soil can be used in the Memorial. This material is slightly more than 1 cubic yard in volume. By order of the state Department of Energy and Environment (CT DEEP), the sacred soil is a regulated material and therefore must be sealed within a container or structure that will not allow it to leach out.
 - Further items will be incinerated in the next few months.

Police Chief:

- When you get to the time when the final design is complete let me know, I will sit with you and the committee to go over some security concerns and how we can take care of that with respect to the visitors and the memorial itself. I took a look at the property and I don't believe it will present a big issue, we have not had any concerns with other venues in the area, but I do have a concern it will draw some undesirable attention.

Park & Rec:

- "Please Avoid" Add to avoid any plant material listed on the most recent publication of the Connecticut Invasive Plant list. Many plants on this list are material that is stocked at local nurseries. Many are also considered native because they have become so common in our landscapes.
- Schedule needs to be looked at a little closer to ensure timing for bids – work with Bob Tait on these specifics to ensure timing is up to par
- Consider utilities at the location and how those are integrated: power, communications, water and irrigation infrastructure, etc.



Sandy Hook Permanent Memorial Commission Advisory Panel

1. Joe Daniels, Former President 9/11 Commission
2. Allison Blais, Executive Vice President and Deputy Director of Strategy and Advancement
3. Tom Tavella, PLA, FASLA, LEED AP | Principal Alta Planning + Design, Inc.
4. Rob Sibley, Newtown Land Use
5. Bob Mitchell, Newtown Public Building & Site
6. Pat Llodra, First Selectman Newtown (post role)

TENTATIVE Timeline Moving Forward
{PENDING FRAMEWORK OF RELEASE IN PLACE}

Phase I: Initial Design submissions; ultimately leading to the selection of a short list

- September 1 2017: Release of Guidelines
- September 2017: Site walks for all participants
- October 30 2017 : Phase I submission process closes (5PM EST)
- November 2017: SHPMC + Advisory Panel Meets to Discuss Designs
- November 30 2017 : Selection of short list of 3-6 designs by SHPMC

Phase II: Short list design presentations

- February 2018: Short list design presentations
- March 2018: Memorial Commission to make recommendation of the selected design to the Newtown Board of Selectman
- Spring 2018: Town approval process begins.

Phase III:

- Municipal Budget / Construction Discussions

Estimated Time of Completion: December 2019