

**LEGISLATIVE COUNCIL REGULAR MEETING
COUNCIL CHAMBERS, 3 PRIMROSE STREET, NEWTOWN, CT
WEDNESDAY, JULY 7, 2021**

MINUTES

PRESENT: Jordana Bloom, Alison Plante, Ryan Knapp, Judit DeStefano, Paul Lundquist, Dan Wiedemann, Cathy Reiss, Andy Clure, Dan Honan

ABSENT: Chris Smith, Phil Carroll, Chris Eide

ALSO PRESENT: First Selectman Dan Rosenthal, Selectman Maureen Crick Owen, Selectman Jeff Capeci, Finance Director Bob Tait, Economic Development Commission Chair Wes Thompson, Deputy Director of Economic and Community Development Christal Preszler, Community Center Director Matthew Ariniello, Director of Human Services Natalie Jackson, Director of Public Works Fred Hurley, Co-owner of Kimball Midwest Brendan McCurdy (via teleconference); 5 public, 1 press

CALL TO ORDER: Mr. Lundquist called the meeting to order with the Pledge of Allegiance at 7:32 pm.

VOTER COMMENT: None

MINUTES: Mr. Honan moved to accept the minutes of the June 16, 2021 Legislative Council Regular Meeting. Seconded by Ms. DeStefano. All in favor. Motion passes (9-0).

COMMUNICATIONS: None

COMMITTEE REPORTS: None

FIRST SELECTMAN'S REPORT: First Selectman Dan Rosenthal reported that the road work from last year has been completed. They are progressively working on trying to get more done. At the last BOS meeting, they discussed the sale of 6 Commerce Road. The animal sanctuary has begun with some clearing and they are in the process of constructing a driveway. The town owned land is about 41 acres which was given to the Town by the State of CT with the intent to be developed on. About 8 or 9 acres will be built on. Mr. Knapp asked about whether the chip sealing road work had been completed. The First Selectman replied that, in this budget year, we plan to fog seal and sweep now that the chip seal is down. Ms. Reiss asked if the lines will be repainted. Mr. Hurley said about 40 miles of lines will be laid down this year. All of this went through the police commission and are doing all the line striping that has been authorized by them. Mr. Honan asked if any roads will have rumble strips. Mr. Hurley said that rumble strips were brought upon by the State and roads need to meet certain criteria such as width and amount of traffic.

NEW BUSINESS

Discussion and Possible Action

- Business Incentive Program Request for 14 Prospect Drive – The Board of Selectmen will be present to take action on this item.

Mr. Thompson introduced Kimball Midwest as a large company in the Columbus area who is looking to open a Northeast regional distribution center. They are interested in the property located at 14 Prospect Drive. Mr. Preszler then shared her presentation on the requested business incentive program.

See attachment A. The situation is unique in that Kimball Midwest has already purchased the property. The sellers and prior occupants, Hubbell, needed to close on a sale by March 2021 in order to close out their fiscal year which presented an attractive selling price. The decision to purchase the property was not a set deal in bringing their distribution center to Newtown. We would like to solidify the incentive in hopes of bringing their business to town. In their application, Kimball Midwest is proposing several renovations and improvements including clean-up of the property. This would increase the assessment of the property significantly. Mr. McCurdy then spoke briefly on his company. Kimball Midwest is a maintenance, repair and restoration company. They stock over 50,000 products in four warehouses across the US. They spend over 80% of their inventory spending on American made products. First Selectman Rosenthal commented that initially, he pledged to them that we would bring the incentive forward in exchange for recruiting their business here. He had hoped it would not just be a property flip. He is pleased to see how far it has progressed and thanked everyone for taking this up. Mr. Thompson urged the Council to look at their website, most notably, the contributions to the towns where they are housed. He noted that a training center would be part of the property and Sales Reps would love to make Newtown their home. Ms. DeStefano asked in terms of staffing, whether they anticipate relocating existing employees or hiring new ones. Mr. McCurdy replied that they normally bring on a couple of managers from other warehouses to start the process but for the most part, they would be mostly new hires. Ms. DeStefano then asked since this is located on a residential road, would it pose a traffic issue with trucks. Mr. McCurdy described the traffic as being more LTL's and they are nowhere the same size as Hubbell's. In fact it would be less truck and trailer traffic moving in and out of their docks. They plan to have one shift during normal business hours from 8am-5pm. Ms. Plante asked for clarification on the incentive amount. Ms. Preszler referred back to her presentation noting that the estimated annual tax payment would be \$112,000 with an estimated annual tax abatement of \$5,500 making the estimated incremental annual taxes about \$18,000. Mr. Lundquist asked about timing to move in. Mr. McCurdy responded that they recently met with the architect, contractor and other vendors. He would anticipate operating out of the building sometime next year - either late in the first quarter or early second quarter. Selectman Capeci asked to confirm that they will make all these investments before they start making business on the site. Mr. McCurdy confirmed that would be correct.

BOS: Selectman Crick Owen moved to approve the business incentive program request for 14 Prospect Drive as presented. Seconded by Mr. Capeci. All in favor. Motion passes (3-0).

LC: Ms. DeStefano moved to approve the business incentive program request for 14 Prospect Drive as presented. Seconded by Ms. Plante. All in favor. Motion passes (9-0).

- Glen Road/Sandy Hook Heritage Park & Trail STEAP Grant Acceptance

Ms. DeStefano moved to accept the Glen Road/Sandy Hook Heritage Park & Trail STEAP Grant. Seconded by Mr. Honan. All in favor. Motion passes (9-0).

Ms. Preszler spoke on the property located at 7 Glen Road and shared a handout. *See attachment B.* SHOP has a lease of the property now and has been fundraising for this Heritage Trail and the STEAP grant is in support of this project. The award is \$128,000 plus an additional \$12,000 from the Town. This will be done through DEEP. Ms. Reiss asked about the pavilion being proposed on the property and who will be responsible for maintaining it. First Selectman Rosenthal responded that it would fall on SHOP to maintain it based on the original specs of their lease. There are certain things that will be the responsibility of the Town, like being able to use the parking lot, snow plowing, and potentially putting in a few electric charging stations, which would come from a federal settlement with Volkswagen. Mr. Lundquist noted that he is in favor of this and noted that this would only include the pavilion, parking lot and immediate surrounding sidewalks. Ms. Preszler said it will be done in three phases – this would be part of phase one. Mr. Thompson noted this would clean up the messiest spot in the area. Mr. Knapp said it will be great to see the area improved. From a tax perspective, it will make a big difference in the whole area.

OLD BUSINESS

Discussion and Possible Action

- Proposed Ordinance to Create a Community Center Commission

Mr. Knapp began the discussion by noting the public hearing held prior to this meeting. Per the Charter, we have 30 days to act on the ordinance once the public hearing is held. This proposed ordinance will codify what is currently a committee and turn it into a formal commission. This would define their role, membership, purpose and duties and the dynamic between the commission and the Community Center. Upon looking at other commissions, they looked at how they would interact with the Community Center director and that he would still be the direct contact to the First Selectman. What we tried not to do was to get too busy in the language. We had discussion on the grant, process, involved the role of the committee in helping to get the building off the ground. They agreed on seven members. The purpose of the current committee was key on capital improvement, improving the Community Center, involved in the Capital expenses that exceed \$50,000, and that the initial intent is followed. Mr. Lundquist suggested that the Council hold off on taking action until the next meeting so they have more time for discussion among themselves. Mr. Honan disagrees with the suggestion made by FONS about having a permanent seat at the commission. The BOS appoints everyone else and they should be consistent in keeping it that way. Ms. Bloom believes the Community Center is separate from the Senior Center and believes this commission should solely be involved with the Community Center. Mr. Wiedemann said we currently have a Commission on Aging which works directly with the Senior Center and does not feel we should entertain mixing the two. Ms. DeStefano agrees as well, and said that she feels taking a different approach would create issues down the line. Mr. Knapp said one of the concerns was the dynamic between the two facilities and asked Mr. Ariniello and Ms. Jackson, who is housed in the Senior Center, how they feel about the collaboration. Mr. Ariniello said that currently, him and Ms. Jackson have a great working relationship. They have landed in a good place working together on programming and scheduling within both facilities. The Community Center has a facilities manager that oversees both locations as well. Ms. Jackson agreed with Mr. Ariniello and that they are constantly trying to help promote the multi-generational focus. She is also committed to being a part of the Commission meetings and providing information from the Senior Center, while Mr. Ariniello is also present at the Commission on Aging meetings. Mr. Knapp wanted to make clear that all decisions would remain under the purview of the town executive, the First Selectman. The First Selectman agrees with all the sentiments. He feels there are ways to facilitate what FONS is asking and that they are reflective of the community demographic. Based on some past experiences, when the Senior Center was in a different location, different staff, etc, things have changed since then. Now they have a great working relationship. The buildings are town owned and all decisions remain under the BOS. Mr. Lundquist asked if FONS or the Commission on Aging have been active and attended meetings. Mr. Ariniello stated that while he had attended their meetings early on, only the Commission on Aging Chair has ever attended the Committee meetings – no one from FONS. Ms. Jackson added that she believes that FONS' intent is to make sure all voices are heard and Seniors have input. Mr. Clure asked to clarify that this commission will only be involved with the Community Center and how would paying for expenses among both facilities work. Mr. Tait replied that the expenses are tracked on a spreadsheet and is basically day to day operation expenses and nothing about it should be noted in the ordinance. Ms. Bloom expressed concern that both commission and FONS share the same members which may make things complicated to the Community Center Commission. Mr. Wiedemann clarified that FONS is a private club. Mr. Knapp feels that all commissions should have a voice. With respect to the building, anything large would go through the CIP process. While he is ok with further discussion among the Council, he does not feel it should go back to the committee.

VOTER COMMENT: *Don Lococo, 27 Hi Barlow Road, Newtown* – Mr. Lococo asked for an update from the Ordinance Committee on the firearms ordinance. He has not heard any updates since February and just wants to make sure they are going forward. What was also discussed in February was the petition that was sent around

and wanted to make sure the Ordinance Committee had a physical hard copy. Mr. Lundquist confirmed that he will make it a point to get an update from the Ordinance Committee at the next meeting.

ANNOUNCEMENTS: Mr. Lundquist announced that Mr. Wiedemann will be leaving the Council effective July 21st and moving to Southbury. First Selectman Rosenthal made everyone aware that Jim Taylor is the new reporter with the Newtown Bee.

EXECUTIVE SESSION

- To Discuss Response to Bid Solicitation Issued by the Public Works Department

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.

Mr. DeStefano moved to enter Executive Session to discuss responses to bid solicitation issued by the Public Works Department and invited the First Selectman and Fred Hurley to attend. Seconded by Mr. Clure. All in favor.

Executive session was entered into at 9:02 pm and returned to regular session at 9:52 pm with no motion taken.

ADJOURNMENT: There being no further business, the regular meeting of the Legislative Council was adjourned at 9:53 pm.

*Respectfully submitted,
Rina Quijano, Clerk*

**THESE MINUTES ARE SUBJECT TO APPROVAL BY THE LEGISLATIVE COUNCIL
AT THE NEXT MEETING.**

**Town of Newtown
Board of Selectmen/Legislative Council
July 7, 2021
Business Incentive Request – Kimball Midwest
14 Prospect Drive, Newtown, CT**



Current Google Maps photo of property – 6/15/2021



Newtown Economic Development Commission Meeting June 15, 2021

[Kimball Midwest](https://www.kimballmidwest.com)
(KimballMidwest.com)

Brendan McCurdy

- Distributor of maintenance, repair, operations (MRO) supplies

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KIMBALL MIDWEST

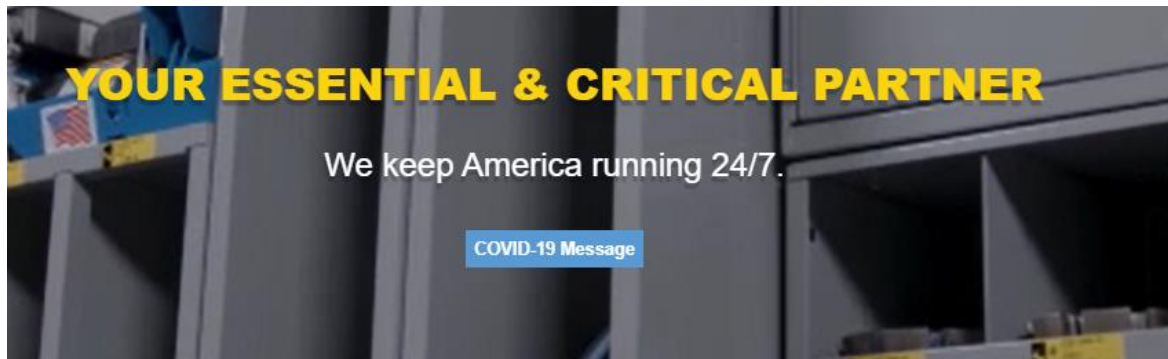
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- Abrasive Belts
- Abrasive Discs
- Abrasive Hand Pads and Sponges
- Abrasive Sharpening Stones
- Abrasive Wheels
- Adhesive (PSA) Sanding Discs
- Mounted Points and Rotary Tool
- Sandpaper
- Specialty Abrasives



- Hubbell corporate decisions impacted use of site
- Various interested parties
- Purchased 14 Prospect Drive for \$4,400,000
- Possible repairs/upgrades to the facility costing between \$1.6 and \$2.3 million
- Consider awarding business incentive in hopes of bringing Kimball Midwest's NE operations to Newtown
- Create 30 new jobs
- Kimball Midwest is considering other locations for their operations
- Incentive would be contingent on Kimball Midwest opening distribution operations at 14 Prospect within 18 months of the incentive being approved

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3 Primrose Street
Newtown, Connecticut 06470
Tel. (203) 270-4201
Fax (203) 270-4205
first.selectman@newtown-ct.gov
www.newtown-ct.gov



Daniel C. Rosenthal
First Selectman

TOWN OF NEWTOWN
OFFICE OF THE FIRST SELECTMAN

March 24, 2021

Wes Thompson
Economic Development Commission Chairman
3 Primrose Street,
Newtown, CT 06470

Dear Wes:

As a follow up to our discussion yesterday with Dave McCurdy of Kimball Midwest, which also included George Benson and Christal Preszler, I thought it would be worthwhile to document my thinking in the event we are able to recruit Kimball Midwest to Newtown and especially given the timing of the property acquisition.

It is clear to me from the conversation that Kimball Midwest is taking advantage of an attractive purchase price offered by Hubbell Inc. and they have not yet determined whether to make a capital investment in the space and set up operations. At this point, Kimball Midwest may simply sell the property to clip a quick return based on a deeply discounted sale price.

I believe we conveyed to Dave our interest in recruiting his business to Newtown, including my offer to pursue the use of the business incentive program for any resulting improvements to the property. Given the offer for sale is contingent upon being closed before March 31, 2021, it is likely Kimball Midwest will own the property before further discussions on the incentive program can take place and, of course, be approved by the Economic Development Commission and all of the related fiscal authorities. As such, I wanted to make sure my thoughts on the matter and willingness to continue the conversation were well documented.

Thank you for your contribution to the discussion and I look forward to working with you and the Economic Development Commission should the matter continue to proceed favorably.

Thank you,

Daniel C. Rosenthal
First Selectman

cc: George Benson, Director of Planning
Christal Preszler, Deputy Director, Economic & Community Development

Selectman memo highlights:

- Kimball Midwest took advantage of an attractive purchase price – March 31, 2021
- Determining if company would make capital investment and set up operations in Newtown, or resell
- Newtown interested in recruiting the business to Newtown, thus pursuing incentive

Application – Kimball Midwest

Town of Newtown Business Incentive Program Application

Negotiations of Business Incentives will be conducted by the First Selectman. The findings and conclusions of the First Selectman will be submitted to the Board of Selectmen for acceptance or denial. Board approved applications will be forwarded to the Finance Board and Legislative Council for consideration and action.

Name of Company: Midwest Motor Supply Co. DBA Kimball Midwest

Address: 14 Prospect Drive, Newport CT

Company Contact: Brendan Ryan McCurdy

Phone Number: 614-557-7155

Types of Products Manufactured or Distributed: Maintenance, Repair & Operations Distributor

Project Description: Interior and Exterior Renovations

Estimated Cost of Proposed Improvements: \$2,000,000
(Attach itemized list of these costs and improvements)

Number of Jobs to Be Retained in Newtown:

Number of Jobs to Be Created: 30

5/18/2021 *brendan r mccurdy*

Date Signature of Company Representative

Phase I and Phase II Environmental Clean-up \$100,000 - \$200,000

Parking Lot Improvements and re-paving \$50,000-\$100,000

Demo of interior \$50,000 - 100,000

Repair Current Roof \$900,000 (~6.50 sq. ft.),

Interior renovations including floors, warehouse and offices/conference rooms/bathrooms, \$500,000-\$1,000,000

April 29, 2021

Good Afternoon Bob:

I have reviewed the Business Incentive Preliminary information that you provided me with on 14 Prospect Drive along with the street card, deed, agent offering memorandum and internet searches. I have tried to establish what components would change the Fair Market Value /Assessment for the October 1, 2021 grand list and I tried to project a range of value for the upcoming revaluation as of October 1, 2022 grand list. As you are aware, there is no definitive value/assessment on any property until all building permits and any changes to the property have been entered into the Town Cama system. I checked with the Building Department on April 28th and no permits have been taken out. I would think they will not be able to get all of the proposed work listed on the Business Incentive Program list completed by October 1, 2021 to have the certificate of compliance from the Building Inspector.

An estimate of what the Revaluation Company will value the property as of October 1, 2022 will be based on the three approaches of value: Income, Cost and Sales at that time. That being said, the sale of 14 Prospect Drive based on the conveyance stamps shows a sale price of \$4,400,000. I did not see a mortgage deed for the property when I searched the Town Clerks under the new owner's name. The Revaluation Company will more than likely use their sale for establishing commercial values. The Cost approach will be based on cost tables (usually Marshall Swift based) that will change with the next revaluation. The Revaluation Company will also check the building department and establish what improvements add to the value of the property. Depending on those improvements the depreciation on the building may change.

The information from the Business Incentive list has a number of upgrades to the heating/cooling systems, bathrooms, demo and refurbishing of various areas, loading docks, roof, paving and some environmental cleanup. The heating/cooling systems shouldn't trigger a change if they don't change from the gas fuel system. The bathrooms, demo and refurbishing of various area may change the depreciation slightly based on the improvements. The loading dock improvements may change the assessment if they are open, closed or have levelers. I requested Christal Preszler to ask the owner questions pertaining to the roof; it will remain a flat metal roof with a covering the owner is leaning towards, a product by FiberTite it is an Elvaloy Keton Ethylene Ester (KEE) technology. That roofing material could also be an assessment change. The paving of the parking lot, new lights and new fencing will increase the assessment. The notation for the sprinkler system calls for a 40,000 gallons Bladder Tank for fire protection. Presently the street card shows a pump house of 504 sq ft and if that is increased in size that would also change the assessment.

I think that there maybe a small discrepancy of 1.03 acres on the excessive land line on the street card that will need to be researched and corrected if need be. I believe that the acreage should be 40.565 not 41.59 acres.

Preliminarily, from an assessment standpoint it is my opinion that without completed alterations to this property the Fair Market value for October 1, 2021 will remain at \$4,097,178 and an assessment of \$2,868,025. Regarding the revaluation number a lot will depend on the computer models that are determined for the cost approach and the commercial sales over the next year. Some of the proposed improvements will not have an impact on the assessment but others may change the building grade and the depreciation percentages for the revaluation. I would estimate based on sale price and estimate of improvements that perhaps the October 1, 2022 Fair Market value will be between \$4,400,000- \$5,300,000 with an assessment range of \$3,080,000- \$3,710,000.

I hope that this is helpful to you.

Joyce

Assessor memo highlights:

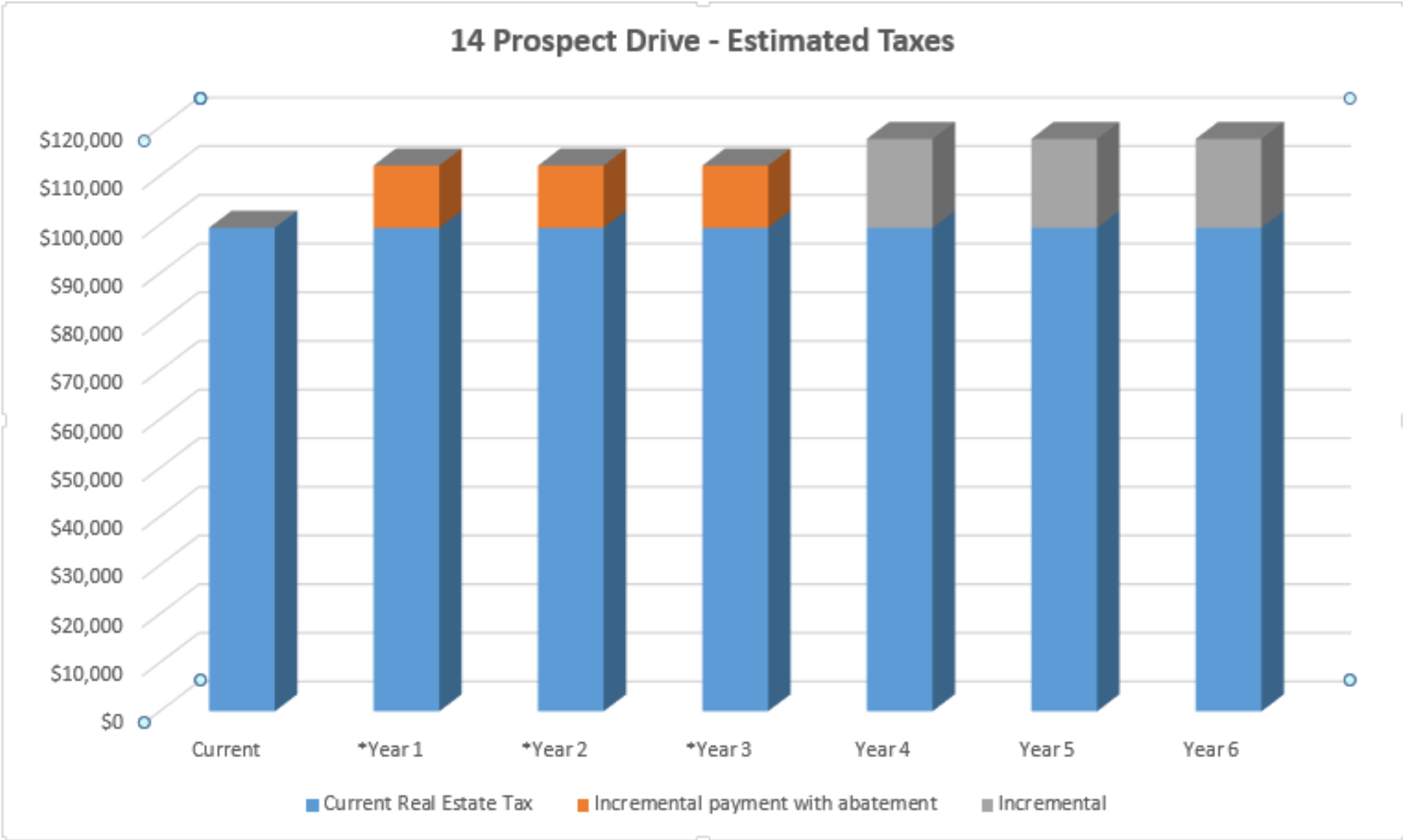
- Purchase 14 Prospect Drive for \$4,400,000 – March 31, 2021
- Current assessment \$2,868,025
- Estimated assessment after potential repairs and upgrades \$3,080,000 - \$3,710,000 (mid-range = \$3,395,000)
- Estimated increase in assessed value = \$526,975

14 Prospect Drive – Kimball Midwest
June 11, 2021 – Midpoint estimates used
For Discussion Purposes Only – EDC

6/14/2021

Address	Grand List - Real Estate Assessment	Existing Real Estate Taxes (Based on 34.65 mills)	Estimated Investment (includes property purchase)	Estimated Real Property Assessment (After all Improvements are Completed - low estimate)	Increase in RE Assessment (Existing vs. Post Improvements)	Assumed Real Property Tax Bill on New Assessment (34.65 mills)
14 Prospect Drive	\$2,868,025	\$99,377	\$6,350,000	\$3,395,000	\$526,975	\$117,637
Total	\$2,868,025	\$99,377				
*Project Description: Kimball Midwest distributes parts for the maintenance, repair, operations class of trade (MRO)						
Total investment: \$6,350,000. Land purchase = \$4,400,000. Construction and sitework est. \$1,950,000						
Site is approx 40.565 acres. Zoned M-1.						
Personal Property value estimated at \$200,000			\$6,952	Est. Annual personal property taxes		
Assume 3 years.						
				30% abatement on incremental RE taxes	Annual Real Property Tax Due if 70% of the Increase in Assessment is fixed.	
Approval Necessary	Date			Est. annual R/E tax payment if abatement is awarded	\$112,159	Annual
EDC	June 15, 2021			Est ANNUAL TAX ABATEMENT	\$5,478	Annual
BOS	June 21, 2021				3 years	
BOF	June 24, 2021					
LC	July 7, 2021					
					Taxes Paid (3 year period)	\$336,476.53
					Total Abatement (3 year period):	\$16,433.72
Approvals for the Business Incentives must be given by the EDC (date voted) Board of Selectmen (date voted), Board of Finance (date voted) and the Legislative Council (date voted)						
				Est. Incremental Annual Taxes (before abatement)	\$18,260	
Mill rate assumption 34.65				Once abatement period is complete:		
Assumptions: No increase in Mill Rate over year period				Annual tax payment (based on 34.65 mill rate)	\$117,637	
Incremental Real Estate Tax:		\$12,782	per year with abatement			
Current Real Estate Tax:		\$99,377	per year	\$112,159		

Graphical Representation of Tax Abatement Impact



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 seivices - site plans	7,000	
	<hr/>	<hr/>
	128,205	12,000

**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:	<small>**FOR BRACKETS USE NEGATIVE SIGN BEFORE NUMBER**</small>	(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 0.0000 mills

(using current year's information)

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, construct a pavilion with a kiosk, lighting, and supporting electrical work), 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.

