

**TOWN OF RYE – TAP GRANT COMMITTEE
MEETING
Monday, March 6, 2023 – 5:00 p.m.
Rye Town Hall**

Present: *Chair John Loftus, Vice-Chair Lydia Tilsley, and Victor Azzi*

1. Call to Order

Chair Loftus called the meeting to order at 5:07 p.m. and led the Pledge of Allegiance.

2. Discuss Zoom Scope kickoff meeting held on the 22nd of February

Chair Loftus noted that he sent an email to the members summarizing what was discussed at the February 22nd meeting with the Department of Transportation.

3. Discuss Jim Verra information on surveys and road layout. Victor to bring Committee up to date on discussions with Jim Verra.

4. Discuss CMA & Iron Wood plans. Victor to bring up to date on current discussion with Phil Corbett.

The firm of Jim Verra and Associates has been sold to Bruce Scammon, who is a professional engineer. Member Azzi had several meetings with the people at Jim Verra and Associates. He's also had some telephone meetings with Phil Corbett and other people at CMA Engineering.

The Committee reviewed the drawings from CMA Engineering and Iron Wood Engineering. The drawings showed existing conditions, and the design proposal for Town Center. More drawings will be submitted soon to the Committee from James Verra and Associates showing the survey drawings that would include everything that is proposed for Washington Road from Grange Park to the intersection at Central Road. There is a question as to where the legal right-of-way is along Washington Road, which is not in line with the center line of the public right-of-way. This needs to be resolved by the engineering firm that will be hired for the project. The Committee also reviewed drawings for the proposed light fixtures. They also reviewed landscaping proposals submitted by Iron Wood Engineering through CMA. It was noted that the estimate for the project that was dated March 28, 2021 was \$925,000.

The Committee will need to engage an engineering firm to help with the decisions on what the Town wants for sidewalks, bike lanes, vehicular travel lanes and the widths.

It was noted that according to the scope kickoff meeting, the Committee has to pick three engineering firms. CMA Engineering is on the State approved list. The Committee will need to conduct interviews of the firms, understand their timeframe and pricing. The Committee will need to compare that information with the DOT list of completed projects to get an idea of the costs in the past, which can be used for negotiating the contract. Once the Committee picks a firm, it will go to the Select Board, as a recommendation, and then to DOT for approval. There will be two phases for picking the engineering firm, which would include; request for qualifications and selection. It is anticipated that as the project moves along, the Committee will have input from the Public Works Director and Town Administrator. The Select Board will also have to pick someone as a representative to act as a liaison between the Town and DOT.

5. Discuss Scope Kickoff meeting scheduled for March 9th at 1:30 p.m. at Town Hall.

Chair Loftus will follow up on the meeting place for the March 9th meeting. The meeting will be a site walk of the Town Center with representatives from NH DOT.

The Committee discussed what will be viewed and discussed at the kickoff meeting on March 9th, which will be a site walk meeting of the Town Center.

6. Other business

There was discussion about possibly adding another member to the Committee, as a resident has expressed interest in joining. The Committee agreed a resume from this person would be helpful.

Adjournment

Motion by Lydia Tilsley to adjourn at 6:06 p.m. Seconded by Victor Azzi. All in favor.

Respectfully Submitted,
Dyana F. Ledger