

**TOWN OF RYE – TAP GRANT COMMITTEE
MEETING
Thursday, July 13, 2023 – 5:30 p.m.
Rye Town Hall**

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

Others Present: *Selectman Tom King*

1. Call to Order

Chair Loftus called the meeting to order at 5:38 p.m. and led the Pledge of Allegiance.

2. Approval of Minutes

- **May 11th**

Motion by John Loftus to accept the minutes of May 11, 2023 as written. Seconded by Victor Azzi. All in favor.

- **May 25th**

Motion by John Loftus to accept the minutes of May 25, 2023 as written. Seconded by Victor Azzi. All in favor.

- **June 8th**

The following corrections were noted:

- Page 1, under the corrections for the meeting minutes of April 27th, the first bullet should read: **Member Azzi noted that more surveying work is needed because the existing survey points out that in some areas the center line with the existing road, as built, is not in line with the center line of the right-of-way and thus may not be as wide as needed in order to have bike lanes and sidewalks, along with two vehicular travel lanes.**

Motion by John Loftus to accept the change made by Member Azzi. Seconded by Lydia Tilsley. All in favor.

- Page 2, 4th paragraph, 3rd sentence should read: **Member Azzi pointed out that at this part of the inquiry, the firm only has to respond back that they're interested.**
- Page 2, the reference to Leah Thomas should be **Leah Savage.**

Motion by John Loftus to approve the minutes of June 8, 2023 as amended. Seconded by Lydia Tilsley. All in favor.

3. Continue discussion about answering firms who show interest in this project after we post the RFQ. What additional information package shall be tendered?

Chair Loftus agreed to send the Committee the list of websites where the RFQ was posted. He will also send the exact posting that was used for the websites, so the members can see the wording that was used. Member Azzi commented that it's curious that the RFQ has been posted for a number of weeks with no response. There have been no questions or comments, as far as he knows. Chair Loftus confirmed that there have been no responses, thus far.

Chair Loftus noted that he spoke with Leah Savage about the process. It is not required to have pre-interviews with the firms; however, the Committee decided that they would, so they will continue on in that vein. He had asked Leah about giving the firms extra information; such as, drawings, ideas, etc. She said that would be fine. The important thing is that whatever is given to one contractor has to be given the other firms. If one firm comes back with a question, that question has to be posted and answered so all firms have the information. Chair Loftus summarized some of the information that can be given at a pre-interview: surveys, conceptual drawings (schematics from CMA Engineering and Ironwood), input from the Rye Town Center Committee, input from the TAP Subcommittee, description of what is needed at the two ends of the project; World War I Memorial and Grange Park (it's agreed this will be additional work for a conceptual plan), and video of school dismissal (Committee will review video at next meeting). Chair Loftus noted that he spoke with Police Chief Walsh about getting projections on the traffic flow. This will give information on how many vehicles are travelling straight along Washington and how many are turning onto/off Lang Road. It will also give information on the times of day for most traffic, which will be helpful in some measure for the engineering firm.

It was noted that the deadline for the RFQ is Monday, July 17th.

- **Next meeting:** Thursday, July 27th, 5:30 p.m., Rye Town Hall

Adjournment

Motion by John Loftus to adjourn at 6:18 p.m. Seconded by Lydia Tilsley. All in favor.

Respectfully Submitted,
Dyana F. Ledger