

Columbia Street/Park Terrace Special Services District

Special Meeting Minutes
July 15, 2020

The Columbia Street/Park Terrace Special Meeting was called to order by Chair James Woulfe at 7:30 PM. The meeting was held at the Hartford Municipal Building (City Hall), Green Room

Commission Role Call:

Present: Mary Cockram, Carol Jones, Greg Secord, Greg Shaw, James Woulfe and Justin Zartman

Approval of Minutes: The minutes from the June 30, 2020 meeting were approved as submitted by a motion from Commissioner Cockram with a second by Commissioner Jones and approved unanimously by the Commission.

Election of Officers: Alternate Commission Zartman officiated over the election process.

Nominations were heard for the position of Chair, Commissioner Cockram offered the name of Commissioner Woulfe. The nomination was seconded by Commissioner Secord. No other nominations were heard and Commissioner Woulfe was elected unanimously.

Nominations were heard for Vice Chair/Secretary. Commissioner Cockram offered the name of Commissioner Secord. The motion was seconded by Commissioner Woulfe. No other nominations were heard. Commissioner Secord was elected unanimously.

Nominations were heard for Treasurer. Commissioner Woulfe offered the name of Commissioner Jones which was seconded by Commissioner Cockram. No other nominations were heard and Commissioner Jones was elected unanimously.

Nominations were heard for Deputy Treasurer and Commissioner Woulfe offered the name of Commissioner Shaw which was seconded by Commissioner Zartman. No other nominations were offered. Commissioner Shaw was elected unanimously.

Paving Bidding Update: Commissioner reviewed his written report comparing the 5 bid submittals. Discussion was had by the Commission and it was agreed unanimously to accept the following bids in order of preference;

1. The Butler Company
2. M&S Paving
3. General Paving

It was also agreed to request of the bidders the option to, prior to milling, replace areas in the West alley that are spiderwebbing. Discussion was also took place on the issue of paving for individual parking pads and that a range of prices (\$2,500-\$4,000) would be

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communicated to the property owners. Ultimately individual property owners will be responsible for negotiating the final price with the contractor based on specific needs and condition of their parking pad.

On a motion by Commissioner Zartman and seconded by Commissioner Secord, Commissioner Shaw was authorized by the commission to enter into negotiation with the preferred bidders beginning with The Butler Company

Commissioner Woulfe agreed to look in to the issue of sales tax exception.

Public Comment: No public comment

Other Business: Commissioner Secord gave an update of the process of preparing documents for the closing of the bridge loan with Capital for Change.

Commissioner Cockram, on behalf of the Commission, thanked Commissioner Shaw for his efforts in securing bids for the paving.

Next Meeting: It was agreed to schedule the next meeting to approve the final paving contract when the negotiation process was completed.

The meeting was adjourned at 8:24PM on a motion by Commissioner Cockram and seconded by Commissioner Jones and approved unanimously by the Commission.