

**TOWN OF FARMINGTON, CT
Gateway Committee Meeting
November 5, 2015**

Present

Jeff Apuzzo
Amy Suffredini
Peter Bagdigian
Augusto Russell

Staff:

Kathy Eagen
Rose Ponte

A. Call to Order.

The Meeting was called to order at 5:00 p.m.

B. Communications

Jeff Apuzzo received communication from Ruth Grobe, Human Relation's Chair, concerning Universal Design guideline adoption.

C. Open Meeting to Public

Ms. Catherine Johnson, a resident of Middletown, gave a presentation detailing various design guidelines that should be considered for the Farmington Gateway Study Area.

Committee member Augusto Russell suggested the committee send a letter of acknowledgement to Ms. Johnson for her thorough presentation. Jeff Apuzzo offered to author the letter.

D. Minutes

A motion to approve the October 1, 2015 minutes was made and seconded by (Bagdigian/ Suffredini). Chairman Apuzzo asked to amend the minutes. He requested that minutes note that item "G" was tabled because the revised final report had not been received by the committee. The motion was amended to include this information in the minutes.

It was unanimously voted: To approve the October 1, 2015 minutes, with additional information concerning the tabled motion.

E. New Business

A motion to receive the attached final report and forward to the Town Council for consideration was made and seconded (Suffredini /Russell). Committee member Suffredini requested that the motion include additional information listing the reasons the Farmington Gateway study area was chosen as the first area to be studied. Chairman Apuzzo requested that we add the location of the workshops and the number of participants to the background information. He also requested that more information be included in the "next steps" section and to include an additional paragraph emphasizing how this process has brought the community together.

Upon a motion made and seconded (Suffredini /Russell) it was unanimously

VOTED: To receive the attached final report with additional comments and forward to the Town Council for consideration.

F. To establish a future meeting schedule.

The committee will make a presentation at the December 8th Town Council meeting and request that the Town Council accept the final report.

On December 10 the committee will meet to review an RFP to hire a consultant for phase 2 of the project.

On January 7 the committee will meet to discuss the interview process for RFP respondents.

Additional dates were not discussed since Chairman Apuzzo's term on the Town Council will be up in January. Committee Suffredini expressed how valuable Chairman Apuzzo's leadership has been and she hopes he decides to continue participating in the process.

I. Old Business – None

J. Adjournment

Upon a motion made and seconded (Bagdigian/Russell) it was unanimously Voted to adjourn the meeting at 6:47 PM .

Respectfully submitted by:

Rose Ponte

Economic Development Director.

cc: Sub-Committee Members
Bill Warner, Town Planner
Kathleen A. Eagen, Town Manager
Paula Ray, Town Clerk
Deb Bull, Administrative Assistant