

**COLCHESTER FEDERATED CHURCH
PARKING LOT COMMITTEE**

MEETING MINUTES

DATE: October 2, 2007
TIME: 7:00pm
LOCATION: Library

ATTENDEES: John Hirsch Mark Tierney
 John Sawchuck Gordon Archembeault
 Tom Culhane Jim Caronna
 Harry Hendricks

1. The committee chose some officers:
Chairperson: Mark Tierney
Secretary: John Hirsch
2. The committee chose to meet on the 2nd and 4th Wednesday of each month at 6:30pm
3. Mark made an orientation presentation to get us started
 - a) We are a Satellite of Mission of Stewardship
 - b) We are authorized to spend up to \$25,000 for initial engineering analysis and design.
 - c) See attached power point presentation.
 - d) Our goal is to make a recommendation presentation to the Congregation
4. We determined some initial tasks that needed to be accomplished.
 - a) Determine how many parking spots we need:
 - i. Count cars attending church to establish a baseline.
 - ii. Ask people where they presently park for church
 - iii. Survey other churches and try to get a feel for number of weekly attendees and number of parking spaces
 - iv. Try to solicit advice from the UCC
 - b) We need to get land surveys of the church and the 2 homes. These surveys should include elevations and the surveyor company should be chosen by the Engineering firm hired for the parking lot
 - c) Our goal is to be done with engineering and plans by Spring 2009
 - d) We should try to pursue the potential new front spots
5. Issues that need to be addressed: Drainage; Right-of-ways; Potential Playscape location; Curtain Drains; Tank Removals
6. Action Items:
 - a) Determine how many spaces are needed: Harry and Gordon
 - b) Develop Architect and/or Engineer selection process Mark and John H.

- c) Survey of properties ?
- d) Draft design (including sidewalks) for presentation to ?
Congregation
- e) Review old documents from previous committee and Tom
present summary at next meeting.
- f) Try to get attendance numbers from Joanne Rydell

7. Our next meeting will be on Wednesday, October 24, 2007 at 6:30pm