



217 Montgomery Street  
Suite 1000  
Syracuse, NY 13202  
315.471.0688  
F: 315.471.1061  
www.edrpc.com

## MINUTES OF MEETING

**Date:** 9:00-10:00am, Friday, May 15, 2009

**Reference:** Clayton Riverwalk – Frink Segment  
EDR Project No. 08023

**Present:** Larry Aubertine (CLDC, Chair)  
Lori Durand (Riverwalk Committee Chair)  
Alicia Dewey (Town Supervisor, Exec. Asnt.)  
Dan Burritt (ACTS II Construction)  
Nelson Carpenter (ACTS II Construction,  
Forman)

**Consultants**  
Larry Coburn (BCG)  
David Crandall (EDR)

### Comments:

1. The purpose of this meeting was to review the following:
  - a) The paver installation
  - b) The layout of curve #1
  - c) The stone dust walk section progress
  - d) The vegetation pruning along the river side of the walk
  - e) The depth of topsoil needed for the new lawn areas
  - f) The layout of the walk extension into Frink Park
  - g) The concept of a consolidated free standing sign for existing 'Frink' signage and the required 2'x4' NYSDOS sign.
2. EDR identified a few bricks that were the wrong color and need to be replaced. ACTS II agreed this would be taken care of as they got closer to the end of setting bricks. ACTS II asked if chipped bricks (i.e., chips approximately the size of a fifty cent piece) needed to be replaced. ACTS II was directed to replace brick with chips that size.
3. EDR indicated that the Contractor needs to make sure to remove excess base material along side the walk to sufficient depth to allow required topsoil depth.
4. Alicia stated she would provide EDR the latest copy of Frink Park master plan to help ensure coordination with Riverwalk extension into Frink Park.
5. EDR to provide the Town and Village a sketch of the proposed Riverwalk extension into Frink Park for thier approval. Upon receipt of approval, EDR will request a cost proposal from the Contractor. A target date of May 22 was agreed upon for getting the approved sketch to the Contractor for pricing.
6. It was agreed that the remainder of pruning would be done in the next phase of bank improvements for the Riverwalk-Frink Segment.

Environmental Design & Research,  
Landscape Architecture, Planning,  
Environmental Services,  
Engineering and Surveying, P.C.

SYRACUSE • ROCHESTER • BUFFALO

7. The starting point for the stone dust walk up to Jane Street was established at station 10+25 which leaves about 55 linear feet of new brick walk available for the extension into Frink Park. Larry suggested a stone curb be considered along the outside edge of the stone dust walk. EDR recommended that the shoulder of the walk and slopes be planted in grass. EDR will review this issue and check gradient and surface of side slopes that have been proposed.
8. EDR will get back to Contractor on the limits for topsoil spreading and seeding (i.e. area of disturbance or contract limit line).
9. EDR photographed the existing signs that are to be incorporated into one sign and asked if all these signs are required. Town to check funding sources' contract requirements for duration signs must remain and advise EDR.
10. EDR identified a point in the Riverwalk pavement that was not a smooth even arc and asked that the contractor make the necessary adjustments in the pavers to minimize the visual break in the alignment.
11. The Contractor was complimented on the quality of workmanship to date.

**Paul Fritz** of Environmental Design & Research has prepared these meeting minutes. If there are any discrepancies, please notify our office within three business days of receipt.