

1 TOWN OF MIDDLEBURY
2 Infrastructure Committee
3 Town Offices Large Conference Room
4 Thursday, March 12, 2020
5 Meeting Minutes
6

7 Committee Members Present: Heather Seeley, Candy McLaughlin, Gary Baker, Judy Wiger-Grohs, Chris
8 Robbins and Lindsey Fuentes-George. Luther Tenny was absent.
9

10 Town Staff: Town Manager Kathleen Ramsay, Director of Public Works Planning Dan Werner, Director of
11 Accounting Services Manager Jackie Sullivan, and Director of Public Work Operations Bill Kernan. Library
12 Director Dana Hart arrived later in the meeting.
13

14 The meeting was called to order by Seeley at 8:17 a.m.
15

16 Approval of Agenda
17

18 Fuentes-George moved, and Baker seconded, to approve the agenda. There were no changes, so the
19 agenda was approved as presented with 6 in favor, 1 absent.
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21 Approval of Minutes
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23 Robbins moved, and Wiger-Grohs seconded, to approve the minutes of February 13, 2020. It was noted
24 the date of the meeting in the minutes was wrong. The minutes were approved as amended with 6 in
25 favor, 1 absent.

26 Citizen Comments - None
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28 Project Updates
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30 Court Street-Court Square Water Line - Werner reported that there was a pre-bid meeting earlier in the
31 week and 6 bidders attended. They discussed moving the start date to mid-August to maybe lower
32 impacts around the fall tourist season.
33

34 Wastewater Plant Engineering Report – Tata and Howard have delivered 60% of the draft report on the
35 plant to the State for comments. Werner said they might come to the April Infrastructure Committee to
36 report their findings so far.
37

38 Cady Road Culvert #2 – Bid Consideration and Green Mountain Engineering Services
39

40 Werner said there were 10 bids received at the opening on February 28th, and DeBisschop Excavating
41 was the low bidder with a bid of \$74,556. He said Jamie Simpson of Green Mountain Engineering has

42 reviewed the bids and recommends awarding the bid to DeBisschop. Werner said they are planning on
43 starting the last week of June and get setup and organized so they can begin work on July 1st, which is
44 the earliest date we can work in the stream. Seeley asked about the culvert and Werner said it was on
45 schedule.

46

47 McLaughlin moved to recommend the Selectboard award the bid for Cady Road Culvert #2 Replacement
48 to DeBisschop Excavating in the amount of \$74,556. Fuentes-George seconded the motion.

49

50 McLaughlin asked about the huge discrepancy in the bids, with a low bid of \$74,556 and a high bid of
51 \$129,702. Werner pointed out five of the contractors have never bid with us before, so some of it may
52 be based on where they're from and familiarity with the project. Seeley said she was comfortable
53 accepting the low bid from a local contractor, but would have been hesitant if it was from another
54 company we were unfamiliar with.

55

56 Fuentes-George asked about the possible relocation of a water main. Werner said they aren't sure
57 exactly where the water main is in relation to the culvert end, so before the project begins they will
58 locate exactly where the water line is using ground-penetrating radar.

59

60 The motion was approved with 6 in favor, 1 absent.

61

62 Werner said the second part of the approval needed for the project is for items #10, 11 and 12 of Green
63 Mountain Engineering's original proposal that are for contract administration, construction oversight
64 and record drawings.

65

66 Fuentes-George recommended the Selectboard approve items #10, 11 and 12 of the original Green
67 Mountain Engineering proposal for the Cady Road Culvert #2 Replacement Project. Wiger-Grohs
68 seconded the motion. The motion was approved with 6 in favor, 1 absent.

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70 Dow Pond – RT 116 Water Main Bid Consideration

71

72 Werner said bids were opened on February 28th and there were 7 bids, and Desroches Construction
73 Services was the low bidder at \$268,095. He said Desroches did the South Street water main project in
74 2015, so we're familiar with them and they are good to work with and very cooperative. He said Green
75 Mountain Engineering is recommending Desroches be approved.

76

77 Robbins moved to recommend the Selectboard award the bid for the Dow Pond-Route 116 Water Main
78 Project to Desroches Construction Services in the amount of \$268,095. Wiger-Grohs seconded the bid.

79

80 Wiger-Grohs asked about the bid-alternate amount shown on the bid summary. Werner said there is a
81 section on RT 116 where there are some large trees in the right-of-way, so they looked into if there was
82 a way to do directional drilling along the right-of-way to avoid those trees, but it is quite a bit more
83 expensive to do that so have chosen not to go with the bid-alternates. He said one of the trees is quite

84 large and one is “marginal”, and they’ve checked with the State since the trees are in their right-of-way,
85 and they don’t have a problem with them being removed.

86
87 Seeley said given that there were three bid packages in the packet for the Committee to consider this
88 week, she was very impressed with Green Mountain Engineering’s bid review and the detail they went
89 into and she really appreciated it. Werner said there’s a lot of work that has to go into comparing the
90 bids, and Jamie Simpson does a good job. Seeley asked him to pass along how much she appreciated it.

91
92 Fuentes-George asked about the traffic control for the RT 116 project, and Werner said that’s included
93 in the bid. Seeley asked where this bid was in relation to the estimate, and Werner said it was under
94 the estimate.

95
96 The vote on the motion was 6 in favor, 1 absent.

97
98 Police Department Water and Site Improvements

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100 Werner said this bid was for the demolition and water line portion of the project, and while 9 bidders
101 showed up for the pre-bid walk-through, only 3 bids were submitted and the lower bidder was Parker
102 Excavation with \$265,907.88. He said Otter Creek Engineering reviewed the bids and are recommending
103 awarding the bid to Parker. Ramsay said demolition is really about all Parker Excavation does.

104
105 Robbins moved to recommend the Selectboard award the bid for the Old Wastewater Treatment Plant
106 Reuse Project demolition and water line to Parker Excavation for \$265,907.88.

107
108 Seeley said if she remembers correctly there is about \$300,000 remaining in the settlement funds, so
109 there should be funds left over to put towards the reuse project. Werner said the water line project is
110 not part of those funds and would be paid out of the Wastewater Capital Funds, so you could choose to
111 pay for that out of here. Seeley said all three of the bids were favorable and it was good to get that
112 many bids.

113
114 The vote on the motion was 6 in favor, 1 absent.

115
116 Court Street Water Main Project – Proposal from Otter Creek Engineering for Bid Phase/Construction
117 Phase

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119 Werner said this proposal was a combination of the bid phase and the construction phase, and includes
120 administrative review. He said this is billed on an hourly fee basis and is in agreement with the proposal
121 from a year or so ago. This proposal does not include the Washington Street portion of the water line.

122
123 Wiger-Grohs moved to recommend the Selectboard approve the Otter Creek Engineering Proposal for
124 the bid phase and construction phase for the Court Street/Court Square water line project at a cost of
125 \$126,520. Fuentes-George seconded the motion. The motion was approved with 6 in favor, 1 absent.

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Cady Road Culvert #1 (west end of road)

Werner said he'll be submitting a grant application for Culvert #1 and a Class 2 Paving Grant for Cady Rd. Robbins asked about erosion control and who repairs it if it fails, and Werner said the contractor does. Robbins said the erosion control done last year at Pump Station #9 has failed since it was done late in the fall and the grass seeds didn't sprout, and Werner said he'd alert the engineer.

Pulp Mill Bridge Traffic Update

Werner said he and Bill Kernan and Jim Gish had met with the Rail Bridge team, VTrans, VHB and Kubricky a few weeks ago to make sure we all understand what the State could provide for a message board for Pulp Mill Bridge. He said there were some issues with having enough right-of-way (ROW) to put the message board sign in, since it had to be located in a ROW, but there will be a sign on Seymour Street near Bourdeau Brothers where the ROW is 80' wide. He said there would not be one on the Weybridge side.

Ramsay said Kernan had an idea to put a stop sign on Seymour Street, coupled with a bridge height restriction sign so trucks would have to stop, see the bridge and see the sign, and she thinks that will be a great approach for the concern about too-tall trucks hitting the historic bridge. Kernan said the sign would be an LED sign to draw attention to it, and the cost would be around \$1,700 to \$1,800. Seeley asked about the need for an ordinance to add a STOP sign, and Ramsay said she'd checked with Chief Hanley, and as long as it's a temporary STOP sign it could be done just with Board approval.

Seeley moved to recommend to the Selectboard a temporary STOP sign and bridge height-restriction sign as recommended by Director of Public Works Operations Bill Kernan. Fuentes-George seconded the motion.

Wiger-Grohs said she wondered how this would help if there is no warning signs on the Weybridge side, and Ramsay said we'd need to discuss this further with Weybridge. Seeley thought the roads approaching the bridge on the Weybridge side each had different weight limits than the Middlebury side.

The motion was passed with 6 in favor, 1 absent.

Ilsley Library Heating/AC System – Engineering Proposal

Dana Hart said the last time she was before the Committee, Engineering Services of Vermont had done an evaluation of the heating system for the Library. She said they have now presented two options following review with the Energy Committee, and the Library has decided to pursue Option 1, the cold climate heat pump system. She said now they are in the 2nd phase of the project, which is schematic designs and construction materials, for \$19,200 and the money is in the Library's Capital Budget.

168 Robbins said she was glad to hear they chose a heat pump and it would be much simpler than a hybrid
169 system. Werner said Option 2 was going to be natural gas or wood chips, and in the timeframe they've
170 been investigating systems, the heat pump designs have improved so they can now handle down to
171 minus 25 degrees, so that made it simple to eliminate the option with an alternative heat source.

172
173 McLaughlin moved to recommend the Selectboard approve the proposal by Engineering Services of
174 Vermont for schematic designs and construction materials in the amount of \$19,200. Fuentes-George
175 seconded the motion.

176
177 Seeley asked where we were in budgeting for the new system. Werner said they haven't gotten that far
178 yet, but it takes several months to do the design. The earliest this project could be done would be next
179 year, so it will either be done next summer or the summer afterwards. Seeley asked how the existing
180 boiler was holding up and is the condition bad enough they should think about presenting this at next
181 Town Meeting. Hart said the sooner the better. She said they've had 7 service calls this year when
182 either the furnace wouldn't come on or there was no heat coming out, and so far they've fixed it quickly.

183
184 The motion was approved with 6 in favor, 1 absent.

185
186 Hart also updated the Committee on where they stand with the historic window restoration project.
187 She said they were successful in obtaining the grant for the restoration, and she is working with Werner
188 on the RFP to go out, so hopefully this summer they'll be replacing the historic windows and several
189 others in the newer area of the library. Fuentes-George asked if any of the work would involve closing
190 the library, and Hart didn't think that would be necessary. Werner said they'll probably take one or two
191 windows out a time to work on off-site, then bring them back and reinstall them before moving on to a
192 couple more windows.

193
194 Committee Member Concerns

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196 McLaughlin asked about a street light on the corner of Harrow Way that has been out for months and
197 suddenly it's back on. She wondered who took care of those lights, and Kernan told her those were the
198 Town's responsibility. Ramsay said to call whenever she notices any street light out.

199
200 McLaughlin also asked if there was anything that could be done to improve the North Pleasant
201 Street/Elm Street/Stuart Lane area for pedestrians. Werner said there is no pedestrian phase at the
202 light at that intersection. After some discussion it was decided to install the pedestrian flag buckets with
203 flags for pedestrians to hold to help traffic be aware they want to cross the road.

204
205 Baker asked if the Town portion of the railroad platform project would come before the Infrastructure
206 Committee, and Werner said the parking lot will go through the Committee process. Baker said the area
207 and right-of-way is narrow so is wondering about the parking lot working there with the trees that are
208 being left. Werner said Brent Rakowski from Otter Creek Engineering could come to the Committee as
209 the design for the parking lot is developed to the point there is something to share, maybe later this

210 summer. Baker said he felt the parking should be on the other side of the tracks on the Seymour Street
211 side. Werner said to keep in mind this site was decided earlier, so Rakowski doesn't have the option to
212 move the parking lot and has to work with the area designated for parking. Baker said he was aware of
213 that, but it would be good to see the design.

214
215 Wiger-Grohs asked if Alternative 8 for Creek Road was approved by the Selectboard, and Ramsay said
216 the Board had accepted the plan. Wiger-Grohs asked what would happen with the Task Force going
217 forward, and Seeley said she didn't know as that hadn't been discussed. Fuentes-George said it's too
218 early to know when the Task Force would be needed, since staff has work to do and it would take time
219 to complete that. Seeley said the next step that the Task Force might work on would be the Action Plan,
220 and that won't happen until all the property owners are consulted with. Wiger-Grohs said the
221 Conservation Commission has discussed this and they feel there should be someone from their
222 commission or someone with a conservation/wildlife management expertise on that Task Force.
223 Ramsay said the Conservation Commission should do a memo to the Selectboard with this
224 recommendation.

225
226 Robbins said her term is ending this year and wondered when. Ramsay said the terms will end in April,
227 and notices will be sent to everyone up for reappointment.

228
229 The next meeting of the Infrastructure Committee will be April 9, 2020 at 8:15 a.m.

230
231 The meeting adjourned at 9:23 a.m. upon motion by Baker, seconded by Fuentes-George.

232
233 Respectfully submitted,
234 Beth Dow

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