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**Town of Middlebury
Infrastructure Committee
Thursday, July 16, 2020
Meeting Minutes**

NOTE: Due to the need for separation to prevent the spread of COVID-19 virus, the meeting was held remotely via video conferencing with participants.

Members Present: Heather Seeley, Lindsay Fuentes-George, Candy McLaughlin, Chris Robbins, Judith Wiger-Grohs and Gary Baker. Luther Tenny was absent.

Staff Present: Town Manager Kathleen Ramsay, Accounting Services Manager/Treasurer Jackie Sullivan, Director of Public Works Planning Dan Werner, Director of Public Works Operations Bill Kernan and Ilsley Library Director Dana Hart

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1. Call to Order

The meeting was called to order at 9:00 a.m. by Chair Heather Seeley

2. Approval of Agenda

Baker moved to approve the agenda and McLaughlin seconded the motion. The agenda was approved as presented with 6 in favor, 1 absent.

3. Approval of Minutes of June 17, 2020

Wiger-Grohs moved to approve the minutes of June 17, 2020, seconded by Fuentes-George. The minutes were approved as presented with 6 in favor, 1 absent.

4. Citizen Comments

There were no citizen comments.

5. Ilsley Library Historic Windows Restoration

Dana Hart said the 2 bids for the restoration of the Library's historic windows both came in significantly higher than the estimate and the amount budgeted for the project. The bid from Millbrook Building and Remodeling was for \$85,370 and the bid from Willard Street Traditions was \$35,375. Hart said there is \$10,700 in the Library budget for this project, and they had applied for and received a grant from Historic Preservation for \$5,350, based on the initial estimate. She said that Willard Street Traditions is willing to

42 break the project up into two phases so the amount budgeted would cover Phase 1, and
43 then Phase 2 will be budgeted for in the next fiscal year and would give her time to
44 apply for additional grant funds.

45
46 McLaughlin asked why there was such a huge discrepancy between the estimate and
47 the bids. Hart said she had asked Arcadian Restoration, who had provided them with an
48 estimate, and they had no real answer. Hart said while Arcadian Restoration didn't bid
49 on the project, they are a subcontractor for Willard Street Traditions.

50
51 Wiger-Grohs moved to recommend the Selectboard accept the bid presented by Willard
52 Street Traditions for Phase 1 of the historic windows restoration project for a total cost
53 of \$15,000. Robbins seconded the motion. The motion carried with 6 in favor, 1
54 absent.

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6. Ilsley Library Window Painting

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58 Hart said they had received one bid from Stearns Painting for \$7,400 to paint the 34
59 windows on the side of the library that faces the parking lot. She said \$5,000 would
60 come out of the FY21 Capital Improvements fund for Exterior Maintenance, and \$2,400
61 would come out of the Library's operating budget for Building Repairs.

62

63 Robbins moved to recommend the Selectboard award the Library window painting bid
64 to Stearns Painting for \$7,400. McLaughlin seconded the motion. The motion carried
65 with 6 in favor, 1 absent.

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7. Project Updates

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69 Werner said on Wednesday, June 8th, he'd met with VTrans and Dubois & King
70 engineers regarding the Class 1 road paving project next year. He said they would be
71 installing Rapid Flashing Beacons (RRFB) at the crosswalks at the northern entrance to
72 Mary Hogan Drive, and near the Creek Road intersection. He said Rapid Flashing
73 Beacons would also be installed at the crosswalk on Route 30 near the Fine Arts
74 Center, and Werner make the College aware of this.

75

76 Werner said the Cady Road culvert has been installed and the road repaved. He said
77 due to the COVID conditions, the contractor had not wanted to send a team here to
78 install the culvert on-site, so they assembled in their plant and trucked here with
79 machinery to just drop it into place, and that saved a great deal of time.

80

81 Werner reported that the water main at the Police Department is complete and they
82 found one additional buried fuel tank they were unaware of when they were demolishing
83 the buildings. He said the contractor discovered when removing the waterproof
84 membrane in the old control building ceiling, that the lightweight concrete is powdery in
85 some locations. He said they're going to take a closer look at this next week to
86 determine the extent of the water damage and determine if this all needs to come off.
87 He said while the concrete layer isn't structural, they need to see if the concrete layer
88 below it has been compromised.

89
90 Werner said that we had received word from the Drinking Water State Revolving Funds
91 that we were #37 behind the 35 recipients of funding this round. He said there is a
92 chance that we could receive funds however, if any of the 35 projects that received
93 funds aren't ready to go. He said there is a 75% forgiveness on the first \$1million in
94 loans, and 25% on the second \$1million. If received, these funds would be used for the
95 Washington Street water line replacement project.

96
97 Robbins asked Werner how would we know if there are any other buried fuel tanks on
98 the Police Department property that we don't know about. Werner said you wouldn't
99 unless we kept digging, but once you find them they must be removed. If there are
100 others buried there that we don't know about, then they'll stay in place. Wiger-Grohs
101 couldn't understand why there wasn't a better way of locating buried tanks. Seeley said
102 this was a pretty common thing to find when doing construction projects.

103
104 Commission Concerns

105
106 Wiger-Grohs asked Bill Kernan who was in charge of trimming a tree that's on private
107 property, but hanging over a road or power line. Kernan replied that it was up to the
108 property owner, but the Tree Warden could be called in to determine if it needed to be
109 removed.

110
111 Wiger-Grohs also asked who to direct her question about computer connectivity. She's
112 concerned about schools starting up – or not starting up – and people getting better
113 internet access. Ramsay said Executive Director of Addison County Regional Planning
114 is working on a broadband grant, but it will not be the answer for problems this fall.

115
116 Baker asked what the Tree Warden's responsibilities were. Ramsay said the Tree
117 Warden duties are spelled out in the Vermont Statutes. Baker said he knew some
118 people that were concerned about some dying trees and they wondered if they should
119 come down, so Ramsay told him to call our Tree Warden Chris Zeoli.

120

121 Seeley said this was Chris Robbins last Infrastructure Committee meeting. Robbins
122 was not seeking reappointment to the Committee, and she thanked her for all her years
123 of service and her attention to details, especially in regards to stormwater. Everyone
124 agreed and thanked her for her input over the years on the Committee.

125
126 The meeting adjourned at 9:28 a.m. upon motion by Baker, seconded by McLaughlin.

127
128 The next meeting of the Infrastructure Committee is Thursday, August 13, 2020 at 9:00
129 a.m.

130
131 Respectfully submitted,
132 Beth Dow