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**Town of Middlebury
Infrastructure Committee
Thursday, January 21, 2021
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, Lindsey Fuentes-George, Candy McLaughlin, Gary Baker, Luther Tenny and Alternate Erik Remsen. Judith Wiger-Grohs and Matt DeBisschop were absent. Alternate Erik Remsen will be voting in this meeting.

Staff Present: Town Manager Kathleen Ramsay, Accounting Services Manager Jackie Sullivan, Director of Public Works Planning Dan Werner.

Others Present: David Pistilli and Howard Widelitz

1. Call to Order

The meeting was called to order at 9:01 a.m. by Chair Heather Seeley

2. Approval of Agenda

McLaughlin moved to approve the agenda and Baker seconded the motion. Seeley said there was one addition to the agenda, to approve the Energy Committee's resolution on reducing green house gases. The agenda was approved as amended with 6 in favor, 2 absent.

3. Approval of December 10, 2020 Minutes

Baker moved to approve the minutes of 12/10/20 and McLaughlin seconded the motion. Tenny said on line 249, it should say he was "participating" and not "leading" the Middlebury 2028 Initiative. The minutes were approved as amended with 6 in favor, 2 absent.

3. Citizen Comments

There were no Citizen Concerns.

42 **4. Project Updates**

43
44 Werner said the bids were out for tree cutting for the Flood Resiliency Project. He said
45 this work has to be completed by March 31st, so there is a time crunch.

46
47 Seeley asked about the bid for the downtown sidewalks, and Werner said that bid would
48 go out later this month.

49
50 **5. Court Street Water Main Bid Consideration**

51
52 Werner said the bids for the Court Street Water Main Project went out in early
53 December and they received 7 bids. He said Belden Construction LLC out of Rutland
54 was low bidder at \$686,323, and they were the company that did the Wastewater
55 Treatment Pump Station upgrades in 2019.

56
57 Werner said at first we didn't make the initial funding list in the States' Drinking Water
58 State Revolving Fund Program. But there were projects ahead of us weren't ready, so
59 we were able to move up into the fundable range. The State is trying to encourage
60 economic stimulus and is now offering 75% loan forgiveness up through the first million
61 dollars. He said when you combine the bid and the engineering costs, we would be
62 within the \$1 million and be eligible for 75% reduction, which will provide a significant
63 savings on this project. He said the Washington Street Water line will be over the \$1
64 million threshold to be eligible for the 75% loan forgiveness as well, and that project is
65 set for 2022. The funds are on a first-come first-served basis. We submitted loan
66 applications back in September which reserve our place in the order.

67
68 Seeley said it was mentioned there was a name change in Belden Construction's
69 company name and she wondered if there was a change in ownership since the last
70 time we'd worked with them. Werner said he believed the son had taken over the
71 company, so didn't think there would be any significant changes in the management.

72
73 Seeley also asked if the savings on this project, thanks to the State funding, would free
74 up funds to advance another water project. Werner said we might be able to do the
75 Court Street line from Cross Street to Mary Hogan Drive. Seeley asked him to look into
76 what we could do with the savings.

77
78 Baker moved to recommend the Selectboard award the Court Street Water Main Project
79 to Belden Construction LLC in the amount of \$686,623. Fuentes-George seconded the
80 motion. The motion passed with 6 in favor, 2 absent.

82 **6. Maple Street Stormwater and Rail Parking Lot Project Bid Considerations**

83

84 Werner said these bids went out in early December and they received 6 bids, with
85 Munson Earth Moving being the lowest bidder at \$291,924. He said we have worked
86 with them on several projects in the past, and Brent Rakowski of Otter Creek
87 Engineering recommends awarding the bid to them.

88

89 Werner said the storm water share of the bid is \$132,924, and the rail platform part of
90 the project \$159,034. He said funding for the project comes from the capital
91 improvement budget and a \$100,000 State grant. He said the rail platform work will
92 begin in the spring and the stormwater and parking lot construction is anticipated to
93 begin in August (after the rail platform in completed) and wrap-up in November.

94

95 McLaughlin moved to recommend the Selectboard award the bid to Munson Earth
96 Moving in the amount of \$291,924. Remsen seconded the motion. The motion was
97 approved with 6 in favor, 2 absent.

98

99 **6. Wastewater Treatment Facility Greenhouse Gas Evaluation**

100

101 Howard Widelitz of the Energy Committee said they had wanted to see if an anaerobic
102 digester at the plant would supply the electricity needed to run the Wastewater Facility,
103 so there was need to send it to the grid, and thereby free up net metering credits. He
104 said the proposal by Tata & Howard for this study isn't really what they were looking for
105 and is rather expensive, so they do not recommend going forward with that. Widelitz
106 said Vermont Gas Systems (VGS) had been at an Energy Committee recently and they
107 might be able to help with this. Werner said there was really no Committee action
108 needed.

109

110 *Dan Werner's follow-up note: The Energy Committee wanted to discover two items –*
111 *What is the reduction in Greenhouse Gases (GHG) between the old plant and the*
112 *proposed plant processes. This analysis would have provided that answer. The \$34,000*
113 *cost of the analysis is cost-prohibitive and therefore no action was taken. The second*
114 *item is the forecasted electricity production if an anaerobic digester was part of the*
115 *proposed plant improvements. The draft report prepared by Tata & Howard that will*
116 *soon be submitted to the State states that the digester will produce enough electricity*
117 *for treatment process but none extra for sending out into the grid.*

118

119

120

121

122 **7. Energy Committee Resolution on Reducing Greenhouse Gases**

123

124 Widelitz said the Energy Committee had made some tweaks to the Resolution on the
125 Town working towards reducing greenhouse gases within Town operations. He said the
126 changes were based on some comments from Public Works and, in addition, that the
127 Energy Committee will report on progress annually.

128

129 Fuentes-George moved and Remsen seconded to approve the final version of the
130 Energy Committee Resolution on reducing greenhouse gases. The motion was
131 approved with 5 in favor, 1 abstention (Tenny) and 2 absent.

132

133 **8. Police Department Re-Use Project Change Order 7**

134

135 Werner said this project is very close to being complete and the State Fire Marshall will
136 be coming to inspect this week.

137

138 He said this change order is for work to address the water issue in the older part of the
139 basement. He described the work they are going to do, such as installation of a sump
140 pump, adding spray foam insulation and installing a vapor barrier to minimize the
141 moisture. He said another change is in the LED fixtures that will produce \$2,400 in
142 savings. Another part of the change order is for additional piping in the old office and
143 lab areas to exhaust the unit heaters through the outside walls.

144

145 He said he's requesting the Infrastructure Committee recommend the Selectboard
146 approve Change Order #7 for a total of \$12,632. He said this leaves a balance of
147 around \$64,000, not including these items.

148

149 Fuentes-George moved to recommend the Selectboard approve Change Order #7 for a
150 total of \$12,632. Baker seconded the motion. The motion was approved with 6 in favor,
151 2 absent.

152 **9. Traffic Calming Discussion**

153

154 Seeley said there was a memo in the packet from Chief Hanley with cost estimates for
155 portable driver feedback signs. The memo indicated the cost of one sign was \$4,190
156 from one vendor, and another vendor quoted \$7,180 for two feedback signs (\$3,600
157 each plus shipping with a discount for buying 2). The Chief indicated there was no
158 money in the Police Department budget for these signs.

159

160 Ramsay said she was proposing using \$7,500 from the Capital Improvement Budget
161 that she had allocated for improvements in the large conference room. She had

162 planned that money for upgrades in the conference room to allow for hybrid meetings,
163 but she has since found some basic technology that can be used instead, so no
164 additional funds are needed.

165
166 Tenny asked if this was a permanent feedback sign. Ramsay said no, this was for a
167 portable unit that is attached to a post. Remsen asked about the sign that had been on
168 South Street earlier last year, and Ramsay said she believed that sign was older and
169 had battery issues.

170
171 South Street resident David Pistilli said he appreciates the Town's commitment to
172 following through with trying to address the speeding, and asked about the deployment
173 of these signs and who makes the decision on where they go and when the location
174 changes. Ramsay said Police Chief Hanley manages the deployment of these signs.

175
176 Pistilli asked about the South Street project plans that were postponed due to lack of
177 funding, since he understood these plans had elements of traffic calming. He wondered
178 how that plan might be resurrected and how it could help a neighborhood group work
179 with a group, such as Local Motion on traffic calming ideas. Werner said funding-wise,
180 that project is not even on the radar, and he thought the best thing would be to look at
181 temporary traffic calming devices at crosswalks that could go away in the winter.

182
183 There was discussion on traffic calming measures and the use of paint to help slow
184 traffic. Ramsay referred Pistilli and the Committee to the Addison County Regional
185 Planning Commission's (ACRPC) traffic calming report done by DuBois and King in
186 2015 that is on the ACRPC website. She said there were some specific ideas in this
187 report for South Street.

188
189 Seeley said there weren't a lot of traffic calming features in the South Street project and
190 the costs were way over the budget, and that is why pieces of the project have been
191 done, but not the entire project as planned. She said if the neighborhood had ideas they
192 would like to bring to the Selectboard, they'd be happy to look at them. Ramsay said
193 any ideas would also need input from MREMS, the Police and Fire departments, and
194 the Public Works Department. Fuentes-George said she wondered if it would be worth
195 forming a working group with Pistilli and others to go through everything. Pistilli said
196 he'd be happy to work with this group, and McLaughlin also said she'd be interested in
197 working with this group as well. Seeley said this would need to be formed by the
198 Selectboard, so maybe some time after Town Meeting they could look at this.

199
200 Remsen moved to take \$7,500 from the Capital Improvements line item for the large
201 conference room sound and technology, and move it to a new line item for traffic

202 calming. McLaughlin seconded the motion. The motion was approved with 6 in favor, 2
203 absent.

204

205

10. Committee Member Concerns

206

207 Tenny said there was some snow accumulated between the sidewalk and the parking
208 spaces downtown that makes it difficult for drivers to reach the sidewalk. Ramsay said
209 she will relay this to Public Works.

210

211 Remsen said he wondered about the VTrans grants for bike and pedestrian safety and
212 didn't know if there were any ideas or projects that might work for South Street.

213 Ramsay said those are for construction projects only, and she's discussing possible
214 projects with Werner and Planning and Zoning Director.

215

216 Fuentes-George said she's grateful for everyone working on the Court Street Water
217 Project and that we were ready and able to take advantage of that opportunity. She said
218 we have forward-thinking staff and she wanted to express her appreciation. Werner
219 said he would share that with Robert Clark from Otter Creek Engineering as well.

220

221 There was discussion on the next meeting date. Werner said the next meeting is
222 scheduled for February 11th, and it could be down at the Police Department to walk
223 through the project. Ramsay said she wondered with the tree cutting bids due on
224 February 4th that would go to the Selectboard on February 9th, did the Committee want
225 to meet to review those bids.

226

227 It was decided there would be a special Infrastructure Committee meeting on Monday,
228 February 8th at 9:00 a.m. to take care of those action items, and then meet again on
229 Thursday, February 11th at 9:00 a.m. at the Police Department to do a walk-through of
230 the Reuse Project.

231

232 The meeting adjourned at 10:05 a.m. upon motion by McLaughlin, seconded by
233 Fuentes-George.

234

235 Respectfully submitted,

236 Beth Dow

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