

1 TOWN OF MIDDLEBURY  
2 Infrastructure Committee  
3 Town Offices Large Conference Room  
4 Thursday, March 9, 2018  
5 DRAFT Meeting Minutes  
6

7 Committee Members Present: Heather Seeley, Gary Baker, Don Keeler, Jr., Chris Robbins and  
8 Alternate Judith Wiger-Grohs. Kirk Fiske arrived later. Luther Tenny and was absent, so Wiger-  
9 Grohs will be participating in voting at this meeting.

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11 Town Staff: Town Manager Kathleen Ramsay, Director of Public Works Planning Dan Werner,  
12 Director of Public Works Operations Bill Kernan, Wastewater Superintendent Bob Wells and  
13 Treasurer/Accounting Services Manager Jackie Sullivan. Also present was Laura Asermily and  
14 Dexter Lefavour and Steve Landry of Tata & Howard.

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16 The meeting was called to order by Heather Seeley at 8:48 a.m.

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18 Approval of Agenda

19  
20 Seeley said there were no changes to the agenda, so the agenda was approved as presented  
21 upon motion by Baker, seconded by Robbins. The vote was 5 in favor, 2 absent.

22  
23 Approval of Meeting Minutes for February 8, 2018

24  
25 The minutes were approved as presented, upon motion by Baker, seconded by Wiger-Grohs.  
26 The vote was 4 in favor, 2 absent, 1 abstention (Robbins).

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28 Citizen Comments

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30 Laura Asermily, Safe-Routes to School Coordinator, asked the status of repairing the pathway  
31 that goes by the playground between the Addison County Courthouse and the Recreation Park.  
32 She said the pathway is constantly flooded and presents unsafe conditions for students and  
33 parents using the pathway. She said this is a major issue and isn't sure if it is something that  
34 needs to wait until the Recreation Park master plan work goes on, but wondered if the  
35 Infrastructure Committee could plan to provide some remedy for the problem. Robbins said  
36 she is a volunteer at this crossing every Safe Routes day, and this path is used by 20-30 kids that  
37 come through this and it's also used by others to get from the school to Shaw's.

38 Keeler asked where this pathway connects to any of our sidewalk infrastructure. Asermily said  
39 it is used by children and people coming through the Shaw's parking lot to get to school. Keeler  
40 said in his opinion the children should not be coming through a parking lot they should be using  
41 the sidewalks, and this is not a safe situation. He said this is just a pathway and does not  
42 connect to any other sidewalks.

43

44 Werner said this is the second time this has been brought to the Infrastructure Committee for  
45 funding to fix this, and it wasn't supported last time. Werner said it needs to be raised and it  
46 needs a culvert under it. Seeley said the Committee wanted to fund it out of the sidewalk  
47 budget instead of the Parks and Recreation budget. Ramsay said this needs to be prioritized  
48 when planning the FY20 Capital Budget, and Asermily said that's all she wanted was for the  
49 Committee to prioritize that project.

50

51 (Fiske enters the meeting.)

52

53 Keeler said we're encouraging them to go through Shaw's property and crossing private  
54 property to access this shortcut. Seeley asked if there was any money in the sidewalk budget  
55 that wasn't already allocated for specific projects, and Werner said he'd know for sure what  
56 might be available after the Charles Avenue bids were in.

57

58 Asermily also addressed the cross walk safety flags and said they are being used, but they are  
59 getting worn and some are missing, so some may need to be replaced. Werner asked her to get  
60 a count and let him know. Fiske said he'd like to see more flashing lights at cross walks, and  
61 Asermily said they have talked about it and it is a priority, but it will depend on funding.  
62 Werner said as of December the Federal Highway Agency has outlawed these, so the only sign  
63 that can be used is the pedestrian sign with the green lights around it. It has to do with the  
64 rapid flashing beacon being patented and the Highway Agency does not allow patented  
65 products.

66

#### 67 Project Updates

68

69 Seeley said she had a concern about the comment about the date on the Water Planning Loan  
70 Application for the Water System Improvement Project. Ramsay said they had met with Ashley  
71 Lucht, the Planning Loan Program Manager, and she had said the November 2018 date for a  
72 bond vote is very optimistic, but Ramsay said they told her they are going to push for that date.  
73 Ramsay said this is for getting funding for the water system project and design process for  
74 Exchange Street and Route 7 South.

75

76 Water Monitoring Project

77

78 Werner said they had received two bids for the project; Champlain Construction with a bid of  
79 \$227,582.02 and Parker Construction with a bid of \$287,089.90. He said the engineers had  
80 reviewed the bids for completeness and were recommending the bid be awarded to Champlain  
81 Construction.

82

83 Keeler moved to recommend the Selectboard award the bid for the Well Monitoring Project to  
84 Champlain Construction. Fiske seconded the motion. The motion carried with 6 in favor, 1  
85 absent.

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87 Wastewater Treatment Plant Evaluation

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89 Dexter Lefavour and Steve Landry from Tata & Howard were present to review the draft Scope  
90 of Services for the Wastewater Treatment Plant Evaluation Project.

91

92 Landry said they had met with Werner and Wastewater Superintendent Bob Wells several  
93 weeks ago to review the outline of the 1<sup>st</sup> draft, and the current draft reflects changes made  
94 from that meeting. He said they've broken it down into three phases. The first phase is a  
95 facilities evaluation where they look at the existing facility and review data and records and  
96 look at the loads and capacity, as well as speak to the operators with any concerns they might  
97 have. He said the second phase is where they review the information and develop alternative  
98 recommendations and identify suggestions of which way to go in the next 20 years. Finally, he  
99 said the third phase is creating a draft report for comments and then the final report. Landry  
100 said at each phase they will have a workshop with the operators and Infrastructure Committee  
101 and go over what they've found and get feedback, and at some point make the final  
102 presentation to the Selectboard. He said there is an opportunity throughout the process for  
103 feedback and comments from staff and people in town to make sure everything is covered in  
104 each phase. He said this is an evaluation from the force main to the plant, and nothing else, but  
105 will do a brief desk-top analysis of what the infiltration may be that impacts the plant.

106

107 Keeler said since we discharge into Otter Creek that feeds into Lake Champlain where  
108 phosphorous is a problem, he asked about any possible Federal mandates coming our way that  
109 we should be thinking about. Landry said that in the planning phase they look at what might  
110 be coming down the road. Lefavour said he'd talked to the State and had not received a clear  
111 answer, but he believes our phosphorous levels will not change and Otter Creek discharges to a  
112 non-impacted part of the lake. Landry said they would be looking at options on how to reduce  
113 the phosphorous levels in the future should legislation mandate it.

114  
115 Seeley asked if they would be looking at the possibility of capturing methane for energy or any  
116 other forward-thinking ideas. LeFebre said that everything they look at going forward will  
117 involve energy. He said the current equipment is outdated and lacks flexibility, but they will  
118 look at upgrading that equipment and said Middlebury is a large enough plant to handle  
119 digestion. He said they could look at anaerobic digestion that methane could be generated  
120 from. Seeley said if we're looking at a 20-year plan, she'd like us to think about possibilities for  
121 making our community as self-sufficient as we can. Landry said they will look at all the options  
122 and narrow them down to the ones that are possible, but Lefavour said they had ruled out  
123 bringing in new waste from outside sources, such as compost matter. Robbins suggested if  
124 they did look into that they include the Addison County Solid Waste Management District.

125  
126 Seeley asked the time frame of the evaluation. Landry said it would be 6-8 months, depending  
127 on scheduling of workshops and meetings. Landry said they had also looked into SRF funding  
128 that is available to fund the study, and this is a 15 year, 0-interest loan, and there is some time  
129 left to get an application in for this funding.

130  
131 Keeler thinks a 20-year timeline is very short to look at this facility, but Landry said 20-years is  
132 typical since it's hard to project needs for 50 years and you can over-design, plus most  
133 equipment has a 20-year life so you can assess that and plan to replace it going forward. Keeler  
134 said every time there is a large rain event there is infiltration that causes an automatic  
135 discharge into Otter Creek and then the Lake and since Lake Champlain supplies water to most  
136 of Addison County, he felt we had a responsibility. He wondered if there was a way to have a  
137 pond where these overflows could go and then be returned to the plant for processing.  
138 Lefavour said they would be looking at the infiltration flows and see if they warrant the need  
139 for a retention basin. Landry said it may be something to address in the collection system  
140 before the infiltration reaches the treatment plant, and he said they are looking at the  
141 treatment plant and not the collection system. Bob Wells said the Town already has a  
142 contract with Aldrich and Elliott to work on the infiltration problem.

143  
144 Chris Robbins made the motion to recommend the Selectboard approve the Scope of Services  
145 with Tata & Howard with the amendment for a more focused look at methane generation.  
146 Fiske seconded the motion. The motion was approved 6 in favor, 1 absent.

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151 Committee Member Concerns

152 Wiger-Grohs thank the Committee for the money in the budget for the Emerald Ash Borer problem,  
153 because it has been found in Vermont. She asked how she should go about getting an article in the  
154 Addison Independent and there was discussion on how to get the word out to the public.

155  
156 Keeler said for the last 3 years there have been numerous conversations about infrastructure and  
157 facilities, yet we still have not decommissioned the old Wastewater Plant. Werner said Judith Harris of  
158 Harris & Harris is now looking at what size storage facility is needed for Public Works and the Police, and  
159 the old Wastewater site is the location it will go, so it is being looked at, so there is progress. Keeler also  
160 added that he's heard from businesses on Exchange Street and a lot of them can't continue to survive  
161 with the constant water breaks out there.

162  
163 Robbins said it was approved at Town Meeting to use funds from the Cross Street Bridge Fund for  
164 several projects, but she doesn't want to see that become a "slush fund". She wants each project to be  
165 looked at individually and leave enough in the fund for the bridge. Ramsay said the Selectboard has  
166 charged the Infrastructure Committee to look at ways to use these funds for the next fiscal year. She  
167 said we now have all the engineering projections for bridge maintenance costs for the next 50-100  
168 years and we have projections for income, so this next year we'll have all those figures to work with.

169  
170 The next meeting is scheduled for April 12, 2018 at 8:15 a.m.

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172 The meeting adjourned at 9:38 a.m. upon motion by Fiske, seconded by Wiger-Grohs.

173  
174 Respectfully submitted,  
175 Beth Dow