



**Town of Middlebury  
Infrastructure Committee  
Large Conference Room  
Town Offices  
77 Main Street  
Thursday, June 7, 2018  
8:15a.m.**

Agenda

- 8:15 a.m. Call to Order  
Approval of Agenda  
Approval of Meeting Minutes of May 10, 2018  
  
Citizens Comments
- 8:20a.m. Project Updates
- 8:30 a.m. Water Reservoir Concrete Repair bid review
- 8:40 a.m. Library Air Conditioning Proposal
- 8:50 a.m. Fire Department Floor – Dave Shaw
- 9:00 a.m. Rec Park Path Paving Quote
- 9:05 a.m. Harold Curtiss Park – asphalt paving bid
- 9:10 a.m. Sidewalk Project Bid review
- 9:20 a.m. Bike & Pedestrian Grant Application
- 9:25 a.m. Infrastructure Committee Priority List
- 9:35a.m. Committee Member Concerns
- 9:45 a.m. Set Next Meeting: June ??, 2018 at ??
- 9:46 a.m. Adjourn

If you need special accommodations to attend this meeting, please contact the Town Manager's Office at 388-8100 ext.201 as early as possible.

## AGENDA NOTES and PROJECTS UPDATES

### Water Reservoir Concrete Repair

Bids were received for repairs to the concrete reservoir up on Chipman Hill.

Bids were received from:

G.S. Bolton of Rochester N. H. and Kingsbury Company of Middlesex, VT

The bid summary sheet is attached. Please notice that there are estimated quantities in the summary sheet. Final quantities will be determined after the structure is pressure-washed and cracks cleaned. At least this shows the degree of the work to be done.

G. S. Bolton is the low bidder. References are attached and found acceptable.

Request the Committee recommend the bid from G.S. Bolton based on the unit prices for Items 1-7 to the Select Board.

### Library Air Conditioning

The library has two different air conditioning technologies in the building. The lower level meeting room has an outside condenser with an inside evaporator coil located in the boiler room. A blower in a duct circulates air to the meeting room. The remainder of the library has 10 wall-mounted units, each with its own condenser.

The outside condenser has failed and due to changes in refrigerant now used has made the units obsolete. Both units must be changed.

See Dana's memo and the quote as well.

Request the Committee to recommend to the Select Board to replace the AC unit for the meeting room.

## Fire Department Floor

Chief David Shaw will discuss the need for concrete floor repair at the fire station. The 1978 building and 2013 buildings move as separate units and this has caused issues with the concrete floor. David will review a proposal to remedy this situation.

## Rec Park Path Paving Quote

I have received a quote from D&F Excavating and Paving to pave the 8.5-foot wide path through the low area and including a path to the play lot. The quote is for \$3,600. Request the Committee recommend this to the Select Board for approval. The highway department will install the stone base material and culvert.

## Harold Curtiss Park Paving

Bids were requested for re-paving the asphalt areas at this park. A bid summary will be sent out on Monday.

## Sidewalk Project Bid Review

Request for bids were advertised and posted on our website. I hosted a walk-through with potential bidders. Four contractors attended. Bids are due on Monday, June 4<sup>th</sup>. A summary sheet will be distributed then.

## Bike and Pedestrian Grant

Attached is the 2018 application for Bicycle and Pedestrian Infrastructure Grants,

## Infrastructure Committee Priorities

For discussion purposes, included in your packet is a First Draft of Priorities for 2018.

**WATER RESERVOIR BIDS**

**G. S. Bolton:**

Item	QTY	UNIT COST	UT	BID PRICE
Item 1.0	14,500	\$1.50	SF	\$21,750.00
Item 2.0	140	\$30.00	LF	\$4,200.00
Item 3.0	800	\$45.00	SF	\$36,000.00
Item 4.0	4	\$75.00	SF	\$300.00
Item 5.0	110	\$75.00	LF	\$8,250.00
Item 6.0	1	N/C	LF	N/C
Item 7.0	1	\$8,025.00	EA	\$8,025.00
				<b><u>\$78,525.00</u></b>

**Kingsbury:**

Item	QTY	UNIT COST	UT	BID PRICE
Item 1.0	14,500	\$1.00	SF	\$14,500.00
Item 2.0	140	\$120.00	LF	\$16,800.00
Item 3.0	800	\$115.00	SF	\$92,000.00
Item 4.0	4	\$140.00	SF	\$560.00
Item 5.0	110	\$90.00	LF	\$9,900.00
Item 6.0	1	\$40.00	LF	\$40.00
Item 7.0	1	\$7,500.00	EA	\$7,500.00
				<b><u>\$141,300.00</u></b>

## Water Reservoir Repair Project

### G.S. Bolton – References

DuBois and King Engineering, Inc.; Scott Bourcier

Project: Clock Tower Parking Garage, Nashua, NH. The parking garage is an inverted structure as the cars enter from the top and go down. The repair work is in the 3<sup>rd</sup> and final phase of the project. G. S. Bolton has been used for all three phases. The work has been to repair spalling and cracking of the concrete decking under an asphalt pavement top. There was no membrane under the asphalt. Bolton is well-versed in specialty concrete repair mixes and products. Crew is very good, conscientious, and knowledgeable. Bolton is very fair and easy to work with when additional work needs to be added to the contract.

Kinsmen Corporation – Gene Connor (related to the dairy farmer Connors of Addison County), Business concentrates on water and sewer facilities.

Kinsman has used G.S. Bolton regularly for many projects ranging from \$20K to \$150K for repair and restoration work. Describes Bolton as very capable for our type of project, excellent crew, and good work ethic.



MEMO

FROM: Dana Hart, Director of Ilsley Public Library  
TO: Kathleen Ramsay, Town Manager  
DATE: 5.25.2018  
RE: Replacing AC Unit for Library Community Meeting Room

I am writing to request approval of a large purchase order to replace the existing inoperable air conditioning outdoor condensing unit and interior cased evaporator coil for the downstairs library Community Meeting Room.

Routine maintenance of Ilsley's AC units has been deferred for years and to address this Dan Werner and I invited Dennis Newton to do an initial assessment of all library AC units. During this assessment Dennis confirmed that the AC unit that cools the Community Meeting Room is completely inoperable and must be replaced.

The Community Meeting Room is the library's largest space and accommodates up to 75 people. It is used daily for library programs, and is one of the few large meeting spaces in town available for residents to book. It is basement level and has no windows. Without functioning AC this room will become extremely hot and humid during the summer months, making it difficult to carry out normal library and community functions.

There are already yoga classes, Storytimes, summer camps, and other workshops scheduled to take place in the Community Meeting Room in July. In order to continue to accommodate these library and community activities uninterrupted I am seeking approval under the Emergency Purchases provision of the Purchasing Policy to forgo the bid process and move forward with repairs by Newton Electrical Refrigeration Air Conditioning Inc.

Dennis has submitted a quote to replace the Community Meeting Room AC unit at an estimated cost of \$3,970.00. Going through the bid process would mean going without AC for July and possibly August as well. As this is town property in need of immediate repair, delay of which would certainly impair the delivery of library services, I am requesting to move forward with Dennis Newton to replace the AC unit as soon as possible.



PO Box 469 \* East Middlebury, VT \* 05740 \* 802.388.1431

May 23, 2018

Ilsley Public Library  
75 Main St  
Middlebury, VT 05753

**Project Description:**

To replace existing inoperable air conditioning outdoor condensing unit and interior cased evaporator coil for the downstairs meeting room (System 5).

**Project Cost:** \$3,970.00

**Notes:**

1. Project cost includes all necessary labor and material to replace existing specified equipment.
2. Replacement system to be 13 seer r-410A Thermal Zone brand
3. Condensing unit includes a 5 year compressor and 1 year limited parts and labor warranty.
4. Includes removal and proper disposal of existing equipment
5. It is suggested the outdoor condensing unit is protected from falling ice during the winter season this protection is not covered in project cost.

Respectfully submitted by:

Dennis M. Newton



IF YOU WANT US TO DO THIS WORK, PLEASE SIGN & RETURN AS SOON AS POSSIBLE  
Work cannot & will not be scheduled until signed estimate is returned!!!!



*Excav. & Paving, Inc.*

PO Box 534, 34 Main Street  
Middlebury, Vermont 05753  
802-388-2338

TO Town of Middlebury 388-4045  
Attn: Dan Warner  
77 Main Street  
Middlebury, VT 05753

DATE  
May 15, 2018

WE HEREBY SUBMIT SPECIFICATIONS AND ESTIMATES FOR: Repaving Sidewalk At North End Of Mary Hogan

Fine grade and pave +/-134'x8.5' of sidewalk/work road. Pave in two courses: 1 1/2" of 3/4" base and 1" of 3/8" top.

Town responsible for appropriate gravel base under paved areas.

WE HEREBY PROPOSE TO FURNISH THE ABOVE COMPLETE IN ACCORDANCE WITH THE ABOVE SPECIFICATIONS FOR THE SUM OF \_\_\_\_\_  
Three thousand six hundred-----00/100 DOLLARS, (\$ 3,600.00 ).

PAYMENTS DUE AS FOLLOWS: IN FULL UPON COMPLETION

IF YOU ARE TAX EXEMPT, PLEASE PROVIDE YOUR EXEMPTION PAPERWORK WITH SIGNED ESTIMATE.

A FINANCE CHARGE OF 2% PER MONTH WILL BE CHARGED ON ALL ACCOUNTS OVER 30 DAYS PAST DUE. ANNUALIZED THIS IS 24% PER YEAR. ALSO, LEGAL FEES WILL BE ADDED IF IT IS NECESSARY TO SUBMIT TO THE ACCOUNT FOR COLLECTION.

THE ENTIRE JOB IS TO BE DONE IN A NEAT AND SUBSTANTIAL MANNER.

ANY ALTERATION OR DEVIATION FROM THE SPECIFICATIONS HEREIN AGREED UPON INVOLVING EXTRA COST OF LABOR AND MATERIAL WILL BE EXECUTED ONLY UPON A WRITTEN ORDER FOR SAME, AND WILL BECOME AN EXTRA CHARGE OVER THE SUM MENTIONED IN THIS CONTRACT.

THE WORK ABOVE IS GUARANTEED ONLY AGAINST ANY DEFECT IN WORKMANSHIP.

WE DO NOT ACCEPT CREDIT CARDS

SIGNED BY Willie Reppel D & F, INC.  
Wm. "Will" Reppel

ACCEPTANCE OF CONTRACT

THE FOREGOING TERMS, SPECIFICATIONS AND CONDITIONS ARE SATISFACTORY, AND THE SAME ARE HEREBY ACCEPTED AND AGREED

TO AND Agent Duly Authorized HEREBY AUTHORIZE YOU TO EXECUTE THE SAME.

DATE \_\_\_\_\_ SIGNED \_\_\_\_\_

FOR IMMEDIATE RELEASE

Contact: Jon Kaplan

802-828-0059

### **VTrans Seeks Applicants for Bicycle and Pedestrian Infrastructure Grants**

April 30, 2018 / MONTPELIER, Vt. —The Vermont Agency of Transportation (VTrans) has issued its annual solicitation for new bicycle and pedestrian infrastructure projects. Last year, this grant program invested nearly \$4 million throughout the state to build sidewalks, shared use paths, crossing improvements, and bike lanes.

With the growing popularity of walking and bicycling for transportation and recreation, quality bicycle and pedestrian infrastructure is becoming increasingly important to the health and safety of all Vermonters. The intent of the VTrans Bicycle and Pedestrian Program is to improve access and safety for bicyclists and pedestrians through the planning, design, and construction of infrastructure projects.

The VTrans 2018 Bicycle and Pedestrian Program Guide and Application can be found on the VTrans website at [vtrans.vermont.gov/highway/local-projects/bike-ped](http://vtrans.vermont.gov/highway/local-projects/bike-ped). Applications must be received by 1 p.m. on Friday, June 22, 2018.

Applicants to the program are strongly encouraged to attend one of two webinar workshops to learn about the details of the program. Workshops will be held Tuesday, May 8 from 1:00 p.m. to 3:00 p.m. and Wednesday, May 9 from 6:00 p.m. to 8:00 p.m. Workshops will be presented using Skype for Business; directions to access the workshop are available in the Application Guide. Applicants without an internet connection may access the training via phone by calling 1-802-552-8456. Reservations are not required.

For questions about the Bicycle and Pedestrian Program or other VTrans initiatives related to bicycling and walking, contact Jon Kaplan, VTrans Bicycle and Pedestrian Program Manager, at 802-828-0059 or [jon.kaplan@vermont.gov](mailto:jon.kaplan@vermont.gov).



**Exchange Street Grant Award & Proposal Summary with Local Match**  
10/6/2017

	Project Cost	Bike & Ped - 2015 & Prior		Source of Town Funding
		State Share	Town Share	
		90%	10%	
Exchange Street <b>Segments 1 &amp; 2 - 1st Grant</b> Elm St - Champlain Valley P & H SIDEWALK ONLY - 2013	\$ 330,000	\$ 297,000	\$ 33,000	\$32,000 in Capital Budget Reserve (\$16K in FY15 & \$16K in FY16) \$1,000 in Capital Budget in FY18
<b>Segment 3 - 2nd Grant</b> Sidewalk - Champlain Valley P & H to Catamount Park - 2015	\$ 378,000	\$ 340,200	\$ 37,800	Appropriate \$18,900 in Capital Budget in FY18 and FY19
<b>Segment 4 - Proposed Application</b> Catamount Park Shared Use Path to Route 7	\$ 990,696  <i>Preliminary Estimate - Number to be confirmed</i>			
<b>Totals from Above</b>	\$ 1,698,696	\$ 637,200.00	\$ 70,800.00	*

Capital Improvement Fund		
<b>FY15</b>	\$ 16,000	Appropriated
<b>FY16</b>	\$ 16,000	Appropriated
<b>FY17</b>	\$ -	-
<b>FY18</b>	\$ 19,900	Appropriated
<b>FY19</b>	\$ 18,900	Proposed in First Draft CIP
<b>FY20</b>	\$ -	
<b>Total</b>	\$ 70,800	*

\*All project costs are estimates based on the current unit costs of constructing sidewalks and shared use paths as provided by the Vermont Agency of Transportation. Project costs will vary based on actual bids received.

## **Infrastructure Committee Priorities 2018**

### **First Draft 5-29-2018**

1. **Downtown Bridge Replacement Project** – Develop recommendation on infrastructure improvements (sidewalks, lighting, parks, and water and sewer line replacements) in and adjacent to the project area to include with the Capital Budget recommendation in the fall of 2018.
2. **Water Bond Vote** -- Identify and prioritize two or three projects to present to recommend to the Selectboard for a bond vote in November 2018 or March 2019. The recommendation will include information on budget impacts and potential rate increases associated with the recommended project.
3. **Middlebury River Flood Resiliency Project** -- Develop recommendation on project to the Selectboard for a bond vote in November 2018 or March 2019. The recommendation will include information on budget impacts for the bond vote and yearly maintenance of the improvements.
4. **Cross Street Bridge Fund Surplus** – Develop recommendation on the application of a portion of the Cross Street Bridge Fund surplus to include with the capital budget request in the fall of 2018.
5. **Decommission old Wastewater Treatment Facility & Construction of New Storage Facility** – develop recommendation on the decommissioning of the old wastewater treatment facility to include with the capital budget request in the fall of 2018.
6. **Creek Road** -- Provide recommendation to the Selectboard on application for grant funding in the summer of 2018.
7. **Facilities Assessment for Maintenance & Capital Needs** – continue to inventory Town-owned buildings & facilities to develop prioritized capital improvement plan for buildings & facilities.
8. **Update Equipment & Vehicle Replacement Plan** – Update equipment and vehicle replacement plan and develop recommendation on the plan and funding for new and replacement vehicles and equipment (i.e. cash, debt or a combination of cash and debt).