

Town of Proctor Selectboard Special Meeting Minutes
DRAFT
December 14, 2011
1:00 - 3:30 P.M.

Board Members Present

Rick Anderson, Chair
Bruce Baccei
Susan Feenick
Vincent Gatti (2:35 pm)

Employees Present

Todd Blow, Chief Operator
Stan Wilbur, Town Administrator

Guests Present

Warren A. McCullough
Kevin Smith, Marble Valley Engineering
Steffanie Bourque, Marble Valley Engineering
Bryan Redmond, VT Water Supply Division
David Webb, VT Water Supply Division
Bergeron, Roger, VT Water Supply Division

Agenda Items

I. Call to Order

The meeting was called to order at 1:00 p.m. by Chair Anderson and began with a pledge of allegiance to the flag.

II. 60% Design Review – Contracts 4, 5, 6 and 7

Steffanie Bourque gave a brief project overview. She noted that the purpose of today's design review describe the various elements of the project and design and landowner considerations. They would answer questions at today's meeting and would entertain additional question that might come up after the meeting. They did not expect decisions by the Board at today's meeting, but hoped that the Board would get back to them with decisions in a relative short time period so that the contracts can get out to bid this spring.

- Contract 5: Distribution Isolation Valve Vault and West Side Storage Tank Modifications
 - South Street Distribution Isolation Valve Vault

Drawings showing the location and construction details were distributed and Kevin went over the various design elements. The original design concept was a building to house the Isolation valve at this location; however because of the site, next to Route 3 and near the Marble Bridge and the Library, he is, for aesthetic reasons, recommending an underground 2 level vault. He noted the need for a hoist frame and different ways to make it attractive, including constructing it as a town bulletin board (sketch).

Steffanie described changes to the electrical service. The meter and disconnect will be moved from the power pole (flooded during Irene) to the sewage pump station. Primary and emergency power for the valve vault will come from the sewage pump station panel. The meter and disconnect for the Marble Bridge lights will remain on the pole.

There will be a slight increase in cost over the bond budget; \$4,000 for the hoist frame and \$2,000 for the bulletin board.

Questions by Board Members:

- Portable hoist frame
- Need for pavement/hard surface
- Electrical box location and appearance
- Visual Impacts
- Need for chemical feed at South Street valve vault and at other valve vault locations

o West Tank Modifications

Drawings showing the location and construction details were distributed and Kevin went over the various design elements. Steffanie describe Stan's and her meeting with the property owner and his comments. She noted grading in the area of the overflow discharge to alleviate current problems with water flowing across the restaurant parking lot and improve the visibility of the parking lot from Market Street. She described the trees that would have to be remove for the proposed construction and protection of the tank. The property owner would like any hard woods left in log lengths at the site for fire wood. He essentially gave us permission to take down any trees as we need.

Kevin provided a description of the purpose of the valve installation and the piping and equipment. He noted that the proposed construction will allow for refilling the tank over a shorter time frame (800 gpm) and the proposed overflow modifications. Again, he is proposing a hoist frame to aid the operators to remove the valves and other equipment from the vault. He described new mixing system to maintain water quality. Since the West Street Tank will be the relay center for controlling other facilities, all weather operator access will need to be maintained. The contractor will need to improve road to provide construction vehicle access.

Questions by Board Members:

- Cost for hoist in bond budget – no
- Will we need to dump the tank – no (Todd)
- Bluff Street Tank control system - tanks will fill together
- Cost – a wash
- Tree removal
- Road – gravel, pavement, steeper and shift location
- Increase in cost
- Is the State in agreement with the proposed construction – yes

Stefanie explained that the goal is to get Contract No. 5 out to bid in February or March 2012. She reviewed permits and noted that we will need local zoning permit. It would be beneficial cost wise to include the Bluff Street Tank in this contract for cost purposes.

Additional questions should be feed through Stan to group similar questions and reduce the amount of contact with Marble Valley.

- Contract 4: Replacement East Side Storage Tank and Tower Road

- East Tank

Drawings showing the location and construction details were distributed. Steffanie reviewed the meeting with Joel, Bruce and Stan to review the proposed construction. The drawings show a proposed location for a log landing area. Question by Rick regarding design for the road, will it adequate for log trucks? What will the impact on Tower Street from log trucks? We don't want to build roads to their standards. The Town has a letter from OMYA for an easement and if Marble Valley will give us a plan for an easement, we will get it.

Kevin went over technical issues and noted that the tank is where it needs to go. It is the most cost effective size, 680,000 gallons, will be built into the hillside and the foundation will set on rock. Power will be overhead to the vault and will be constructed and maintained by CVPS. Current proposal is to construct a access road all the way around the tank. The drawings show the roads and the area to be disturbed by the construction. It was suggested that the tank be painted gray, but color will be up to the Town.

- Tower Road

Todd and Brian had previously expressed a desire for a loop or cul-de-sac at the end of Tower Road. The drawings show a loop around the existing tank foundation. The existing tank will be taken down and the foundation caped as a separate contract.

There was considerable discussion regarding proposed improvements to Tower Road. Currently the road ends at the culvert. Kevin explained that paving of Olympus Road had been transferred from Contract No. 1 to Contract No. 4, but he is suggesting that it be handled as part of the town budget to save money. He also went over possible improvements to the Tower Road/Olympus Road intersection. Susan noted that we are over budget for Contact No. 3 and since every penny counts, we need to make cuts somewhere. Would there be a cost difference if we went with a smaller tank? A lot of time was spent on the size of the tank and the decision had been make to go with what is in the plan,

Steffanie noted that we are looking at an April 2012 bid date.

- Contract 7: Existing East Side Storage Tank Demolition

Kevin explained the demolition of the existing East Tank had originally been included in Contract No. 4 and a lot of the work is still included in Contract No. 4, but since there is lead paint involved, the demolition of the tank and the capping of the foundation has been separated out to save on insurance costs. A 2013 bid date is proposed.

- Contract 6: Replacement Piping on Park Street and Chatterton Park (Wright B)

Drawings showing the location and construction details were distributed. Kevin reviewed the history of this portion of the project, ledge, shallow lines, small diameter lines, fire protection and low pressure. Since the main is not located in the highway right-of-way there will be problems with service connections. The project be separated with the upper portion constructed first and connected to the existing main where it crosses Park Street. Warren asked if this project will help low pressure problems on the upper portion of Chatterton Park. This project will not help, but construction of the new East Side Tank will improve the pressure by 30 psi. Anticipated bid date is 2013.

(Alternative analysis of high pressure?)

III. Contract 3: Construction of Replacement Well Pump Station

Steffanie noted that the VT Health Department will provide grants for the installation of fluoride equipment. The Town has received the mailing from the Health Department.

The bid opening is tomorrow and the construction engineering services contract is still being reviewed at the Water Supply Division. Roger explained that they are evaluating the contract for eligibility questions. Kevin stated that they will complete the bid tabulations, but will then stop work until the contract is approved and executed. The contract documents provide for a 90 day bid hold period. Susan asked about the questions on eligibility. Roger explained that they have to justify the fees relative to construction costs based on curves developed by EPA. The proposed agreement includes some non-standard services and that need to be taken into consideration in evaluating the agreement. They are in discussions with Kevin, however they are not allowed to work until the agreement is signed. Roger hopes to have it resolved by Friday.

IV. Income Survey Results

Bryan Redmond has received the letter from Tom Clark regarding the income survey and he expects that Proctor will be eligible for a negative bond interest rate. He will be getting back to us with new numbers.

V. Bluff Street Tank Easement

Susan Feenick made the motion at 3:15 p.m. to enter into executive session to discuss the Bluff Street Tank Easement. The motion was seconded Vincent Gatti and was passed by majority.

Susan Feenick made the motion at 3:20 p.m. to leave executive session. The motion

was seconded Vincent Gatti and approved by majority.

Bruce Baccei made the motion to proceed with sending a letter to Mr. Pockett regarding an easement for the Bluff Street Tank. The motion was seconded by Susan Feenick and approved by majority.

VI. Outer District - No action

VII. Other New and/or Old Business – None

VIII. Adjourn

Susan Feenick made the motion to adjourn the meeting at 3:30 p.m. The motion was seconded by Bruce Baccei and was approved by majority.