

**Local Project Management Team**  
Main Street & Merchants Row Overpass Bridge Replacement Project  
Middlebury Town Offices - Thursday, January 28, 2016  
Highlights

Attending the meeting: Selectboard Members Dean George, Nick Artim and Donna Donahue. Community Representative Ken Perine. Jim Gish, Community Liaison. Town Manager Kathleen Ramsay. Jim Moulton, Executive Director of ACTR. Public: Nancy Malcom, Sue Hoxie, Ed McGuire, Susan McGarry, Robin Scheu.

**Call to Order.** Dean George called the meeting to order at 4 p.m.

**Approval of Agenda.** Donna Donahue moved that the Team approve the agenda for the meeting as presented. Nick Artim seconded the motion, which was approved unanimously.

**Approval of the Minutes of January 14, 2016.** Ken Perine moved that the Team approve the meeting minutes of January 14, 2016. Nick Artim seconded the motion, which was approved unanimously by the Team.

**Team Work Session on Bus Stop Relocation Matrix.** The LPMT reviewed the matrix developed at its last meeting to evaluate three potential locations for the temporary relocation of the bus stop on Merchants Row during construction: Seymour Street (VHB proposed location); South Pleasant Street (assuming one-way traffic southbound); and the lower parking lot behind the Ilesley Library/Town Offices. The Team will submit their completed matrix forms by Monday, February 1. Nancy Malcolm, Chair of the Planning Commission, and Jim Moulton, Executive Director of ACTR, will also complete the forms at the Committee's request.

Once the submittals are tallied, the Team will review the evaluation and outline next steps, including public outreach. Ken Perine asked Kathleen Ramsay to follow-up with VHB regarding the status of their analysis of one-way traffic on South Pleasant Street. The Team will need a diagram of the layout proposed bus stop to complete its review, Ken said.

**Review of Vertical Clearance Cost & Schedule.** The Team reviewed the analysis of the cost and schedule for an 18'8" vertical clearance vs. a 21' vertical clearance for the bridge replacements. Dean George noted that he has a conference call scheduled with Deputy Secretary of Transportation Richard Tetreault on Monday and he plans to share the Team's questions about the analysis with Rich during the conference call.

Ken Perine inquired about the cost savings associated with the reduction in the vertical clearance in the following areas: mobilization & demobilization; drainage requirements; and reductions in the labor and equipment costs due to the shorter construction period.

Nick Artim asked if there are any opportunities for adding additional crews for certain periods of work, or if size of the site constrains the opportunity for adding crews to reduce the duration of the project.

During a brief discussion about the cap over the rail bed between the two bridges and the cost and schedule for that portion of the project, Planning Commission Chair Nancy Malcolm and Rev. Susan McGarry of St. Stephen's Church noted that the park resulting from the cap is one visible benefit of the project to the downtown.

**Update from Community Liaison.** Community Liaison Jim Gish updated the Team on his recent efforts including: attending Neighbors Together meetings; meeting with Town Hall Theater Executive Director Doug Anderson and Board Members Benj Depmann and Peter DeGraff about work schedules; meeting with VTrans Historic Preservation Officer Judith Ehrlich about the concerns of the Owners of Historic Buildings; meeting with Dan Delabruere of VTrans' Rail Division about rail safety pre- and post-construction; and preparing a Q & A on the project for the website and Town Meeting.

In response to an inquiry from Nancy Malcolm, the Team said that it has asked for no weekend work between on 5 p.m. on Friday and Monday at the usual start time.

**Citizens Comments.** Robin Scheu, Executive Director of the Addison County Economic Development Corporation, shared information about two grant opportunities: a State Buildings & Grounds grant for Economic Development, which provides grant funding of up to \$25,000 for economic development projects and requires a 1:1 match, and a USDA Rural Business Development Grant, which provides funding for job creation and retention of up to \$30,000 and requires a match (the more match the stronger the grant application – Robin suggested using a 25% match for planning purposes). The USDA Rural Business Development Grant could be used to establish a revolving loan fund or to provide technical assistance to businesses for marketing during construction and/or to develop an on-line presence. Robin will work with Town staff to explore these grant opportunities further.

Nancy Malcolm asked if there has been any response from the State about the Town's interest in the State-owned railyard and MacIntyre Lane property at the northwest corner of Elm Street and Exchange Street. Dean George said that he would follow-up with Rich Tetreault when he speaks with him on Monday.

**Next LPMT Meetings.** Wednesday, February 3, 2016 at 3 p.m. (pending availability of Joel Perrigo from VTrans and Mark Colgan from VHB) and Thursday, February 11, 2016 at 4 p.m.

The meeting at 5:35 p.m.

Respectfully Submitted,

Kathleen Swington Ramsay  
Town Manager