

Kathleen Ramsay

From: Jim Moulton <jim@actr-vt.org>
Sent: Wednesday, February 03, 2016 9:43 AM
To: Kathleen Ramsay
Cc: Perrigo, Joel; Dean C. George; Jim Gish
Subject: Re: Local Project Management Team Meeting Agenda * Wednesday, February 3 @ 3 p.m.

Thanks, Kathleen. Much appreciated. I'll work with staff to more fully develop our internal list and then I think it would be good to meet (live or phone) with Joel. Thanks also re the VHB bus berth update.

Sent from my iPhone

On Feb 3, 2016, at 9:40 AM, Kathleen Ramsay <KRamsay@TownOfMiddlebury.org> wrote:

Hi Jim,

I just spoke to Joel Perrigo at VTrans about next steps and funding. Joel said that a good next step would be for us to work together to develop an estimate of these expenses as a basis for negotiation for the "cost to cure", (i.e. the cost to move the bus stop in VTrans Right of Way jargon), as Joel discussed with you last year. Joel said that engaging a consultant to assist with the estimates and manage the project would be an allowable expense.

Joel said that he is available to meet with us in person or by phone, if you would like to discuss this further with him.

Also, Mark Colgan indicated that VHB is working on a response to the 3 vs. 4 bus berth inquiry.

Thanks!
Kathleen

From: Jim Moulton [<mailto:jim@actr-vt.org>]
Sent: Tuesday, February 02, 2016 9:27 AM
To: Kathleen Ramsay <KRamsay@TownOfMiddlebury.org>
Cc: Dean C. George <deancgeorge@comcast.net>
Subject: RE: Local Project Management Team Meeting Agenda * Wednesday, February 3 @ 3 p.m.

Thanks, Kathleen. I agree the matrix results were clear (unanimous, in fact, by a clear margin). For a decision on which of the 3 locations should be selected, we shouldn't need more than 15 minutes.

However, it seemed to me the LPMT was interested in discussing (in depth) how the community would be involved in the decision (Are they being asked via public hearing? Are they being informed of the decision? Other?). That discussion could take longer than 15 minutes.

In addition, I notice that the draft plan from VHB only provides 3 bus berths despite consistent discussion at the LPMT level re 4 berths. Plus, per the drawing (and Ken's walk-off measurements), there is plenty of space for a 4th bus berth to the north of the 3 currently depicted. I would like to be sure that gets addressed but don't know how much discussion the LPMT will require for that.

Lastly, once a site decision is finalized, we will need to discuss logistics. I'm not expecting that to happen at tomorrow's meeting but want to at least inform you of what I am thinking so we can plan ahead:

- When will SPS be made one-way? How will that be enforced and communicated?
- What type of signage will be required for the new site? What will be approved (by the Town)? Who will be responsible for coordinating and paying?
- Where (exactly) will the shelter be placed (and who will be responsible for coordinating/paying)?
- What (if any) physical modifications (such as bus berth striping, curb modification for wheelchairs, etc.) will need to be made for the site (and who will be responsible for coordinating/paying)?
- In long-ago discussions with VHB/VTrans and Bill F, we indicated ACTR would be incurring expenses related to re-printing bus schedules, etc. and the feedback was "yes". How will this (and similar, related expenses) work?

There are likely other logistics that I have not listed above that would come out in an LPMT discussion, as well.

Thanks!
Jim

From: Kathleen Ramsay [<mailto:KRamsay@TownOfMiddlebury.org>]
Sent: Tuesday, February 02, 2016 9:01 AM
To: Jim Moulton
Cc: Dean C. George
Subject: RE: Local Project Management Team Meeting Agenda * Wednesday, February 3 @ 3 p.m.

Hi Jim,

It seems like the results of the matrix are clear and we just received the proposed layout from VHB. I thought the discussion would focus on next steps (public outreach, etc).

Do you think that more discussion than 15 minutes is needed?

Thanks,
Kathleen

From: Jim Moulton [<mailto:jim@actr-vt.org>]
Sent: Monday, February 01, 2016 8:57 PM
To: Kathleen Ramsay <KRamsay@TownOfMiddlebury.org>
Cc: Dean C. George <deancgeorge@comcast.net>
Subject: Re: Local Project Management Team Meeting Agenda * Wednesday, February 3 @ 3 p.m.

Kathleen and Dean,

It looks like the ACTR matrix review is now scheduled in this week's meeting (rather than a separate meeting next week). Is that confirmed? It also looks like you expect a short discussion (15 minutes). Do you anticipate a full discussion doesn't need much time or are you just touching base before another, fuller discussion next week? Thanks.

Jim

Sent from my iPhone

On Feb 1, 2016, at 4:49 PM, Kathleen Ramsay <KRamsay@TownOfMiddlebury.org> wrote:

Town of Middlebury

**Local Project Management Team
Main Street & Merchants Row Railroad Bridge Replacement Project**

**Large Conference Room
Municipal Building
94 Main Street**

Wednesday, February 3, 2016

3 p.m.
Agenda

- 3:00 p.m. Call to Order
- Approval of the Agenda
- Approval of the Highlights from the January 28, 2016 Meetings of the Local Project Management Team
- 3:05 p.m. Review Analysis of Vertical Clearance Cost & Schedule Comparison
- 3:45 p.m. Review ACTR Bus Stop Relocation Matrix – Discuss Next Steps
- 4:00 p.m. Report from Community Liaison
- 4:10 p.m. Citizens Comments
- 4:15 p.m. Committee Member Concerns
- 4:20 p.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.