

**RUTLAND TOWN SELECT BOARD**  
**HIGHWAY COMMITTEE MEETING**  
**MONDAY JANUARY 11<sup>TH</sup>, 2021**

The Highway Committee of the Rutland Town Select Board met at 9:00 AM on Monday January 11<sup>th</sup> at the Rutland Town Municipal Town Hall. Present was Board Chair Mary Ashcroft, Board Member Joe Denardo, Administrative Assistant Bill Sweet, and Town Road Commissioner Byron Hathaway. There was a conference call line with a publicly accessible and warned phone number in use.

- 1) The committee discussed the request for the town to take over Carmel Place.
  - a) The homeowners association has suspended meetings due to COVID-19. It does not seem they have unanimous support of all the residents.
  - b) This topic will be removed from the agenda list until such time as they renew their request.
  - c) Mr. Denardo asked Mr. Hathaway if he would check on the maintenance of the road after storms to ensure the roads are cleared properly to ensure emergency vehicles can access the development.
- 2) Review of the 5-year plan
  - a) Mr. Hathaway provided up updated 5-year plan.
  - b) Discussed reviewing the shared use path project at Northwood Park with Robert Clark from Otter Creek Engineering and Mike Rowe. They are planning to meet this coming Friday at 12PM.
  - c) The grant funding for the Center Rutland Pocket Park has been awarded and the planning is in progress.
  - d) Discussed hiring an engineer to review the existing salt shed for repair. Some sections of the wall need to be repaired and the roof is leaking.
  - e) Discussed the sidewalk from the school to Northwood Park. Mr. Hathaway said he thinks this will be done by 2023.
- 3) Discussion of the culvert pipe that runs under Route 7 South from Alderman's Toyota to the Green Mountain Plaza.
  - a) Several businesses discharge into the system that leads to the culvert pipe.
  - b) The ownership of this pipe is unclear. Discussed sending a letter to all the parties involved in regard to maintenance. The main concern is maintenance on the inlet to the north of the Toyota dealership.
  - c) It would have been installed when Route 7 was upgraded to what it is now. There may be plans in the office basement.
- 4) Center Rutland Pocket Park
  - a) The agreement was signed recently between the Town and the Regional Planning Commission
  - b) We expect to hear soon on next steps.
- 5) Brush pile management at Northwood Park
  - a) Mr. Hathaway said he may schedule time for Walt and Jason to be at the transfer station on specific Saturdays with the chipper to process brush as it is brought in, so a large pile is not formed. There were 2 fires at the park last year where the fire department had to be called.
  - b) Once it is chipped, the mulch is then piled up in the back. If it is chipped as it is brought in, this could be left available for residents to take.
  - c) The crew would need to work on overtime due to it being on a weekend.
  - d) Discussed chipping it during the week so save payroll.
  - e) The intention of chipping it was to get away from burning.

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- 6) Storm water management plan review
  - a) Mr. Hathaway provided current copies of the plan.
  - b) Projects to keep us on track are included in the scope of services from Watershed Consulting services. Work on the phosphorous control plan is next.
- 7) Drainage issue on the Ragosta Property
  - a) The drainage pipe has been installed.
  - b) J.R. Bullock cleared the lot next to the Ragosta property for it to be sold.
  - c) There is a grate installed on the Ragosta property. Additional fill will need to be brought in and a short stub line still needs to be installed to finish the project. It should be done this summer.
  - d) The opposite side of the road has been cleared of trees.
- 8) Scoping study for the Route 7 North sidewalk project.
  - a) The state has a preapproved list of vendors who can be asked for an RFP.
  - b) We have the option to source our own, but the selection process would need to be detailed.
  - c) The committee decided to use the list of preapproved vendors.
  - d) An RFP will be written and submitted to the board for review and approval.
- 9) Maintenance easement request on Traverse Terrace
  - a) Mr. Hathaway provided a map showing the area in question, at the top of the cull de sac.
  - b) A resident in that area, Bill Bauer, has a culvert which runs under his driveway which collects runoff from his property as well as being fed from another drainpipe. He has asked the town assume maintenance responsibility for the entire network.
  - c) Mr. Hathaway gave some options for diverting the water to existing town infrastructure.
  - d) After discussion, the committee favored rerouting the water flow to the east and toward an existing culvert. This would eliminate the additional water flow into Mr. Bauer's system and town maintenance would not be required. The map showing the existing and proposed lines is attached to the minutes.
- 10) Driveway access permit for Hochberg property off North End Drive
  - a) Mr. Hathaway has already issued a driveway access permit.
  - b) No action by the committee or board is needed.
- 11) Replacement of the small highway truck
  - a) A formal specification list will be drawn up and provided to the board.
  - b) Mr. Hathaway had some preliminary figures and costs of ownership. The actual cost of the truck will be determined after it has been put out to bid.
  - c) There is an option to use the state bid process and this will be used as well.
- 12) The highway book is still being worked on.
- 13) Mr. Hathaway brought up a request he received to change the Class 4 section of Quarterline Road to Class 3. After some discussion, no action will be taken.
- 14) Winter road maintenance is going well.
- 15) Discussed the status of the cancelled service road project information.
  - a) Mr. Denardo said there should have been more work to be received from the engineering firm, including providing the town with plans.
  - b) There may have been some contractual obligation which are unfulfilled. A copy of the contract will be looked up for review.

The meeting adjourned at 10:30 AM

Respectfully submitted, Bill Sweet

