

5/3/2024

## **RUTLAND TOWN SELECT BOARD COMMITTEE MEETING**

### **HIGHWAY COMMITTEE**

**MONDAY FEBRUARY 5<sup>th</sup>, 2024**

The Highway Committee of the Rutland Town Select Board met at 9:00 AM on Friday May 3<sup>rd</sup>, 2024, at the Municipal Town Hall. Select Board Clerk Joe Denardo, Select Board Member Kurt Hathaway, Road Commissioner Dave Sears, Town Administrator Bill Sweet, Steffanie Bourque from the Regional Planning Commission, Derek Kenison from VTrans, Christopher Taft from VTrans, and Peter Elliott for the Green Mountain Plaza were present for the meeting.

The Committee discussed a change in the configurations to the exit at the Green Mountain Plaza.

1. Discussed a new configuration where a second left hand turn lane could be added by removing the existing traffic island. This would allow for additional cars to be stacked waiting to leave the plaza.
2. A traffic study has been done in the past, but it is approximately 10 years old. A new one would need to be done. The Regional Planning Commission could help with the study.
3. Peter Elliott, present for the Green Mountain Plaza, said they are in favor of updating this intersection as well.

The Committee discussed the planned Route 7 North Shared Use Path project.

1. Steffanie Bourque has been hired as the Municipal Project Manager for the Town. Derek Kenison is the project manager from VTrans.
2. Steering committee members need to be assigned which will be the Town representatives making decisions throughout this project. The first task will be to decide on the design consultant selection process.
3. After discussion, the Steering Committee will be Select Board Clerk Joe Denardo, Select Board Member Kurt Hathaway, Road Commissioner Dave Sears, and Town Administrator Bill Sweet.
4. Reviewed the requirements and steps needed to make the project successful.
5. Discussed the process to select a design consultant for the project. The committee discussed the options for procuring a design consultant. The At the Ready Process was the preferred method by the committee. The preapproved consultants are CHA, Dubois & King, Fuss & O'Neill, Hoyle Tanner, Stantec, and VHB. At least 3 need to be reviewed to satisfy the process.

5/3/2024

6. The committee is going to recommend to the full Board to select Stantec, VHB, and Dubois & King as the 3 consultants they would like to evaluate for our design consultant.
7. Discussed other aspects of the projects and timelines. The steering committee members will receive information from Steffanie via email for the evaluations process.

The committee discussed a request from the owners of the new Eco Car Wash to end a requirement for sewer line cleaning.

1. There is a Memorandum of Agreement in effect which requires the owner to annually clean the sewer line and submit proof to the Town. This was done when the property was a restaurant. Since the use has changed to be a car wash, the new owners are asking for this requirement to end.
2. Discussed the current state of the sewer line running from the car wash to the city line near Randbury Road. Some maintenance and possible upgrades need to be done, but are not tied to this MOA.
3. The committee will recommend to the Board the new owners have the line cleaned and when the Town receives confirmation the line is clean and in good condition they can be released from this MOA.

The committee discussed the process for excavation permit security deposits.

1. When a security deposit is received for an excavation permit, the check is held in the clerk's office. It is returned to the applicant at the end of their project if there is no damage.
2. Some checks are not picked back up or the project goes longer than 6 months and the check may not be good.
3. Discussed depositing the check and holding it in an escrow account until the end of the project. The applicant would have to request a return of the funds. The committee will recommend this process to the full board.
4. Discussed updating the permit form to outline the security deposit process.

The committee discussed the purchase of AEDs for the Highway department.

1. Discussed installing an AED in a cabinet at the highway garage and purchasing a second one to be put in a hard case to be carried in the Road Commissioners truck.
2. The Highway crew would need to be trained on the proper use. Training is available from Regional Ambulance service.
3. Pricing from different vendors is being solicited. Once that is available a decision can be made.

5/3/2024

The committee discussed the replacement of the culvert on Stratton Road.

1. Easement templates were given to us from our engineer.
2. The committee will discuss this process with the full Board.
3. There are some structures grants available. They would have a match up to 20%.

The committee discussed the project on North Grove Street to reduce the height of the road near Cedar Avenue to improve sight lines.

1. The projected costs are projected at more than \$300,000.
2. The committee is concerned about the amount of the project cost, which has a benefit to only one landowner.

The committee discussed reworking the West end of Simons Ave at Business Route 4.

1. VTrans needs to be included in discussions for this.
2. The traffic comes off Business 4 in the bike lane.

The meeting adjourned at 11:03 AM.