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To: Select Board, Town of Saint Albans

From: David K. Allerton, P.E., Director of Public Works/Town Engineer

Date: June 5, 2023

Re: DPW Projects Update

The Saint Albans Department of Public Works (DPW) continues to get things done. This report is a synopsis of work recently completed, as well as projects in various stages of planning, development and construction. The separate weekly reports are provided to keep the Select Board current on all efforts undertaken by DPW. Additionally, weekly reports are posted on the bulletin board in the lobby and available for the public to see.

Highway Projects

1. Scheduled Project WorkSafe to inspect the new DPW Garage. They identified minor items for us to fix, and the team has been working to make these corrections. Project WorkSafe completes VOSHA-like inspections, without enforcement, and provides meaningful suggestions on helping the crew work safer. Where VOSHA inspections might fine a DPW for what and how they accomplish tasks, Project WorkSafe provides opinions on how to keep from getting a VOSHA violation. Doing this inspection proactively with Project WorkSafe removes us from any random drawing for a VOSHA inspection.
2. Continue to monitor and drain the town hall effluent tank as needed.
3. Completed the repair of the small parking lot at the Bay Park. This parking lot had been full of potholes for years. The lot was completely dug up, recompact, and a new stone wearing surface placed and compacted. The parking lot should last for many years, with minor maintenance moving forward.
4. Recently completed a ditching project on Maquam Shore Road near Hathaway Point Road. The ditches there had filled in with sediment, trees and brush, which affected stormwater flow up the hill. The ditch was cleaned out, check dams installed, roadside weeds growing in sand/dirt on pavement was removed, and brush covering up the warning arrow signs was removed. The stormwater infrastructure on this section of road now meets MRGP (Municipal Roads General Permit) standards, and will be reported in next years MS4 Annual Report (Municipal Separate Storm Sewer System).
5. Black Bridge. The crew cleaned off all of the weeds growing within the bridge deck and sides, removed brush and weeds from underneath the guardrails, and the bridge now looks

awesome! The next phase of maintenance here includes washing the bridge to remove salt leftover from winter operations.

6. Spent approximately \$152K on salt this year, and plowed 57 days total this past winter.
7. Maintained all trucks as necessary to keep them on the road.
8. Installed numerous street signs around town.
9. Cleaned up a lot of debris from Storm Elliott, a FEMA declared disaster, for the storm occurring on December 23-24, 2022. Tracked all of our time and materials, and worked with the Office Admin staff to submit all documentation to FEMA for reimbursement.
10. Cleaned numerous dead trees and limbs from other areas around town.
11. Stevens/Rugg Brook Diversion Structure. The fence has been cleared of vegetation, repaired, and the gate repaired and locked. This will be an annual maintenance item.
12. The following projects are on the Highway Crew's "To Do List" this season:
 - a. Brigham Road culvert maintenance. The culvert installed last year has settled, and it will be brought back up to grade.
 - b. Maquam Shore Road culverts. There are at least two culverts to replace. One caused flooding last December because of its improper size, and the other culvert has settled and failed since its installation in 2016.
 - c. Jewett Ave/Kellogg Road Extension, and north of Pike Drive. There are numerous stormwater issues here to resolve, including reestablishing ditches, cleaning and replacing culverts, cleaning inlets and outlets, pavement repair from poor drainage damage, berm removal, etc.
 - d. Jewett Ave. Remove trees debris from 6'4" culvert to keep it from plugging and backing up.
 - e. Pike Drive. This is discussed in the paving section under Admin/Engineering Projects.
 - f. Lord Road. Replace an undersized culvert.
 - g. Giroux Road. One culvert to be replaced, and another one is completely buried with sediment and debris.
 - h. Maquam Shore Road/Lapan Road Intersection. This road has been damaged by poor drainage for years. This project needs a new catch basin and drainage pipe beneath Lapan Road to daylight to the east. All ditches in the area need to be reestablished in order to keep water from ponding on the road.
 - i. Parah Drive. There is an old rotted out culvert at the end of Parah Drive. While there is nothing out there, this culvert should be removed, and the stream allowed to equilibrate itself. It appears this culvert is a remnant of when Parah Drive connect through to the north, and prior to the construction of I-89.
 - j. Dunsmore Road. There is a plugged culvert on Dunsmore Road to clean out.
 - k. Catch basins are going to be inspected, and repaired as time allows.
 - l. Georgia Shore Road. Reestablish ditches from Church Road to the brook past Chubb Street. Replace the guardrail at the corner, as it is leaning badly away from the road.
 - m. Little County Road. Cut out, repair subgrade, and repave approximately 100-feet of the road where there is a big dip. This occurred because of poor subgrade construction, and lack of compaction.
 - n. 52 Little County Road. There is a failed culvert outfall on the west side of the road at this location.

- o. Prospect Hill and Pleasant View Development. Clean out ditches and stone line culvert inlets and outlets. Repair a portion of Prospect Hill which was sawcut last year.
- p. Green Mountain Drive. Install small stormwater infiltration area near the corner of Green Mountain Drive and Nason Street. The inlet of the culvert at this location is plugged with vegetation and sediment. Clean out culvert, stone line inlet, and stone line the outlet on the south side of Nason Street. Clear trees and brush on the outlet of this culvert.
- q. Hillfarm Estates. Clean out the ditch behind the houses on the south side of this development.
- r. Woody Drive. Replace the culvert in the town ROW.

Admin/Engineering Projects

- 1. Applied for the following grants:
 - a. Better Roads Grant for the French Hill Road Culvert Replacement. We were not awarded this grant.
 - b. Grants-in-Aid Grant for stormwater improvements on hydrologically connected road segments. We were awarded \$15,000 in grant funds, and will match it with \$3,750 in stormwater funds, to complete projects identified in the town’s Road Erosion Inventory.
 - c. Transportation Alternatives Grant. We were awarded \$40,000 in grant funds, and will match it with \$10,000 in stormwater funds, to evaluate stormwater runoff improvements along Maquam Shore Road, from Lapan Road to the Swanton Town Line.
 - d. Structures Grant. We applied for a \$200,000 grant from VTrans for the replacement of a culvert on French Hill Road. The estimated cost for the project is approximately \$280,000. We were not awarded this grant.
 - e. Class 2 Paving Grant. We were awarded a grant for a shim and overlay project on Jewett Avenue. The estimate for this project is approximately \$191,000, with \$152,800 coming from the grant (80%), and \$38,200 coming from the paving budget line item (20%).
- 2. We worked with Auctions International to liquidate DPW assets no longer being used. The following items have been sold to date on this internet auction website:

No.	Item	High bid
1	Temporary Traffic Signal	\$ 210.00
2	Pedal Boat A	\$ 360.00
3	2012 F350	\$ 14,900.00
4	Pedal Boat B	\$ 320.00
5	Pedal Boat C	\$ 370.00
6	Striping Paint	\$ 560.00
7	Truck Rack	\$ 250.00
8	Honda Motor and Gas Tank	\$ 360.00
9	Boat with Mercury Motor and Trailer	\$ 380.00
10	2012 F550	\$ 29,000.00
	TOTAL	\$ 46,710.00

3. Documents to review and update: Winter Operations Guidelines, DPW Specifications, Health & Safety Plan, Equipment Maintenance Logs, Right of Way Permit Program (combine curb cuts and utilities permits into one ROW permit), etc.
4. Continue to coordinate training for the crew. Training is typically provided by Vermont Local Roads, a section of VTrans, and is free to municipalities. The crew has completed the following training:
 - a. Snow and Ice Control
 - b. Drainage and Ditches
 - c. Road Fundamentals 1, 2, 3, and 4
 - d. Flagger Training
 - e. Intro to Rivers and Roads
 - f. Slope Stabilization
 - g. Pavement Management and Road Maintenance
 - h. 10-hour OSHA training.
 - i. Dig Safe Training
 - j. The Road Foreman attended "Risk Management for Highway Supervisors" training.
 - k. The following trainings are scheduled for this summer:
 - i. Lines and Levels (surveying for construction projects)
 - ii. Bucket and Excavation Training (to be done at the Town Garage).
5. Gricebrook. The road was measured, and a cost estimate for paving the entire roadway was prepared and provided to the HOA.
6. Bay Park Water Source. We have the water quality analysis for the new well, and am working on submitting the source evaluation report to ANR to seek Source Approval for the well. The well was drilled in September, 2021. The next step will be to prepare a design, based on water quality, and submit it to ANR to seek a Construction Permit to connect the well.
7. Exit 19/Route 104 Scoping Study. VTrans has started this project again, and there has been two meetings so far.
8. Health Path. There have been meetings with the consultant (VHB), and a meeting with property owners to gauge their interest in allowing the path's alignment to be near their property. Owners include: NMC, Gricebrook, Collins-Perley, Home Health Center, H'ardack, Sunrise Development, and several individual property owners. The discussions and issues brought up at the meetings are being evaluated, and a revised alignment prepared by the consultant. Details are still being worked out.
9. New Town Hall Water. DPW hauls approximately 1-2 loads of water to the City's WWTF every week.
10. Paving. A pavement management plan should be based on keeping good roads good, improving bad roads to make them good, and maintaining decent roads to extend their life. Issues with roads come down to three things: drainage, drainage, and drainage. The current plan includes paving the following roads:
 - a. Jewett Avenue. This road has some very poor spots which will degrade the road in a matter of a couple of years. Using the Class 2 Paving grant for this project, a shim and overlay of the entire road is planned.
 - b. Pike Drive. This road has not been paved in about 30 years, and is in horrible condition.

- Stormwater ditches need to be reestablished, culverts cleaned and replaced, and the entire roadway reclaimed and followed by 4-inches of new pavement.
- c. Button Road. This road is falling apart in places, and culverts need to be improved.
 - d. Bluff Hill Road. This road is also in bad shape.
 - e. Congress Street. The new sidewalk leading to H'ardack, was constructed with no consideration given to stormwater. Stormwater currently travels between the pavement of Congress Street and the higher elevation grass/greenbelt, and has caused the edge of the road to deteriorate and fall apart. Two or more structures need to be installed to direct runoff to the adjacent ditch, and it will be necessary to remove several sidewalk panels in order to do the project. This project can't wait.
 - f. Lower Newton Road, from the end of the VTrans owned portion, to Dunsmore Road.
 - g. Additionally, a crack sealing program is planned to extend the lives of other roads, TBD.
11. North Sewer Pump Station. With the installation/upgrade of the Mission Control monitoring system, it has been discovered there is an I/I (Inflow and Infiltration) issue with the collection system. This still needs to be investigated.
 12. New Town Roads. The following roads were submitted to VTrans for inclusion on the official Town Highway Map: Allaire Drive, Cedar Hill Drive, Elizabeth Street, Ethel Court, Harborview Drive, Loomis Lane, Marcel Drive, Ridgeview Avenue, Samantha Lane.
 13. Decentralized sewer in the bay area. I am working with the consultant on their fee schedule, prior to signing the engineering services agreement with them.
 14. I obtained an updated culvert and catch basin map for the town from the NRPC. We are using this map to develop an inventory of these assets, and keep track of the improvements/replacements we are doing, as this is reportable work for the town's MS4 permit.
 15. DPW has been working with the Community Development Office to advance the sidewalk projects. We are currently evaluating proposals from engineers to assist in the survey, design, and ROW portion of the projects. The projects include sidewalks along Route 7 from the City/Town line to Prospect Hill, and from the Bay Park to the new Town Hall. There will be many ROW issues to address for a new Bay area sidewalk.
 16. An RFP is just about complete for rehabilitating the roof at the Stone House in the Bay Park.
 17. Working on a walking path from the Old DPW building, across Wharf Street to the New Town Hall. This will allow walking access for parking at the Old DPW site to the New Tall Hall, for larger gatherings.
 18. Working on plantings on the west side of the new town hall, to meet permitting requirements.
 19. Interacted with many residents concerning issues, including ditches, culverts, signs, trash, dead animals in the road, pavement, potholes, etc.
 20. The parking lot at the new DPW Highway Garage is beginning to show signs of cracking. The parking lot needs to be crack sealed and seal coated to extend its life.
 21. Some improvements were made to the Bay Park and Cohen Park without Shoreline Encroachment and other permits, and we are working with the State, in arrears, to obtain these permits. Improvements included the tennis court, basketball court, pavilion, and parking lot at Cohen Park, and the sidewalk, art carvings, and concrete pads at the Bay Park.

Stormwater Projects

1. Clyde Allen Drive Stormwater Project. We have a consultant on board for this project, and held a kickoff meeting on Wednesday, May 24th. The first step will be getting a survey completed for the project, which will take place approximately the second week of June. This project has a \$360K State Grant, and will require \$90K in local match.
2. Tanglewood Drive Stormwater Project. We are in the process of getting this project out to bid; it should be out in the next week or two.
3. Flow Restoration Plan, and Phosphorus Control Plan. There are many stormwater projects identified in these plans, and we have been reviewing these and determining how best to move them into construction. These will be part of our MS4 permit.
4. Gricebrook Stormwater Project. We have a 90% Preliminary Engineering Report for this project, submitted by the consultant. However, the cemetery is not willing to participate and allow any infiltration infrastructure on their property. Therefore, the scope of the project is being revised in order to keep their stormwater on site, and treat as much as possible.
5. Have been working with EIV to complete required Stormwater Treatment Practice (STP) inspections, and outfall inspections of town stormwater infrastructure.

Parks & Recreation

1. Held a successful Holly Jolly Jamboree, Mill River Classic Hockey Tournament, and raised \$250 for Operation Happiness.
2. We continue to work on a Building Maintenance Program to assist in managing our building assets.
3. Farmer's Markets kicked off on Thursday, June 1, 2023, and will be held all summer long.
4. Obtaining sponsors, live bands and planning continues for upcoming events. Meetings have been held for Bay Day and the upcoming Touch-a-Truck.
5. Approximately eight part time staff have been hired to assist in park maintenance efforts, and only one employee is working full time. This requires much coordination, training, and distribution of staff in order to complete all required tasks in a timely fashion.
6. Assisted the highway crew with plowing all winter, obtaining Dig Safe tickets for projects, VTrans ROW permits, and other tasks to assist DPW in all projects.
7. Removed the well tile "planters" from the Bay Park, and will be replacing them with large, decorative flower pots.