

Bristol Town Administrator

From: Bristol Town Administrator
Sent: Thursday, October 21, 2021 3:10 PM
To: Brett LaRose; Ron LaRose; Safetycaps; Kevin R. LaRose, LS; Vermont.seller@yahoo.com; Kevin Tillotson; Alan Clark; Jon Ashley; Jean Clark; Lathrop Forest Products; Lapointe, Michel - NRCS, Williston, VT; Galen Hagen; Ian Albinson (ianalbinson+sb@gmail.com); Porter Knight; Rod Cousino; Ash Smith; Patti Smith; peeker@gmavt.net; Heather Tillotson; LaRose Surveys, PC; Bristol Clerk; Treasurer; Eric Cota; Andrew L'Roe
Subject: RE: West Street slope repair project is moving forward: contract signing and pre-construction meeting Friday, Oct. 15, 3:15pm >> follow-up
Attachments: 25_West_Street_Google_Map.jpg

Hi All,

Thank you to George DeCell, Galen Hagen (D&K), Mike Lapointe (NRCS), Brett LaRose, Kevin Tillotson, and Alan & Jean Clark for tuning in. Quick summary:

- Kings Trucking’s excavator on the Weybridge project broke down and delays in being able to find and install the needed part is expected to set them back about 10 days. This would delay the start of Bristol’s project to mid-November.
- Kings Trucking did receive the bonds and they will remain in place through completion of the project.
- There was much discussion about the logistics and use of the parking area at 25 West Street to remove the debris from the top using a long reach excavator and dump truck. Pushing the debris down and removing it from the bottom would not be an option because the distance from the bottom to the top is 140+ feet.
- Whether to remove the debris from the slope this fall and leave the slope exposed through the winter or wait until spring was discussed. The point was made that, although the weight of the debris is a concern, there is also vegetation beneath it helping to hold things in place. Brett and George advocated for waiting until spring.
- Logistics: An extension request needs to be approved by the “head office” at NRCS. It is more likely to be approved if the contract has been signed and work has started. In that case, NRCS would expect to see it through to completion. The signing of the contract and the payment to the Lathrops would likely constitute having started. George suggested they could also cut the trees that were discussed to be removed for the access. The stumps would be kept in place for bank stabilization and removing the leaning trees should actually improve stability.
- There was brief discussion about the fence, which has been removed from the project costs. The purpose of the fence is to prevent further dumping of debris over the slope. The LaRoses installed boulders at the top of bank a couple/few years ago to help discourage others from dumping there.
- This will be on Monday’s Selectboard agenda for an update. Since the Selectboard already authorized signing the contract, I am not sure there is any other action they would need to take, such as regarding the proposed schedule.

Here is a link to a recording of the meeting:

https://bristolvt-my.sharepoint.com/:f/g/personal/townadmin_bristolvt_org/EkkJTTQF-rBEueJP3mLjWd4B1qUAwhjDfh16ZUe4Csqrfw?e=puKM0P

Please let me/us know if anything in this summary needs to be corrected or added.

Thanks,

--Valerie

Valerie Capels, Town Administrator
Town of Bristol
1 South Street
P.O. Box 249
Bristol, VT 05443
P: (802) 453-2410 Ext. 1
F: (802) 453-5188
E: townadmin@bristolvt.org
W: www.bristolvt.org
FB: <https://www.facebook.com/bristolvt/>
Tw: @BristolTownAdm

Please note this email message, along with any response or reply, may be considered a public record subject to disclosure under the Vermont Public Records Law (1 V.S.A. §§ 315-320).

From: Bristol Town Administrator
Sent: Thursday, October 21, 2021 10:02 AM
To: Brett LaRose <[REDACTED]>; Ron LaRose <[REDACTED]>; Safetycaps <[REDACTED]>; Kevin R. LaRose, LS <[REDACTED]>; Vermont.seller@yahoo.com; Kevin Tillotson <[REDACTED]>; Alan Clark <[REDACTED]>; Jon Ashley <jashley@dubois-king.com>; Jean Clark <[REDACTED]>; Lathrop Forest Products <lathropforestproducts@gmail.com>; Lapointe, Michel - NRCS, Williston, VT <michel.lapointe@usda.gov>; Galen Hagen <ghagen@dubois-king.com>; Ian Albinson (ianalbinson+sb@gmail.com) <ianalbinson+sb@gmail.com>; Porter Knight <[REDACTED]>; Rod Cousino <[REDACTED]>; Ash Smith <[REDACTED]>; Patti Smith <[REDACTED]>; peeker@gmavt.net; Heather Tillotson <[REDACTED]>; LaRose Surveys, PC <larosesurveys@gmail.com>; Bristol Clerk <clerk@bristolvt.org>; Treasurer <treasurer@bristolvt.org>; Eric Cota <bristolhighway@gmavt.net>; Andrew L'Roe <alroe@acrpc.org>
Subject: RE: West Street slope repair project is moving forward: contract signing and pre-construction meeting Friday, Oct. 15, 3:15pm >> follow-up

Hi All,

Just a reminder about meeting this morning, 10:30am, via Zoom and at Holley Hall. George DeCell and I will be Zooming from Holley Hall. Login info is below.

--Valerie

Valerie Capels, Town Administrator
Town of Bristol
1 South Street
P.O. Box 249
Bristol, VT 05443
P: (802) 453-2410 Ext. 1
F: (802) 453-5188
E: townadmin@bristolvt.org
W: www.bristolvt.org
FB: <https://www.facebook.com/bristolvt/>
Tw: @BristolTownAdm

Please note this email message, along with any response or reply, may be considered a public record subject to disclosure under the Vermont Public Records Law (1 V.S.A. §§ 315-320).

From: Bristol Town Administrator

Sent: Wednesday, October 20, 2021 1:05 PM

To: Brett LaRose <[REDACTED]>

Cc: Ron LaRose <[REDACTED]>; Safetycaps <[REDACTED]>; Kevin R. LaRose, LS <[REDACTED]>; Vermont.seller@yahoo.com; Kevin Tillotson <[REDACTED]>; Alan Clark <[REDACTED]>; Jon Ashley <jashley@dubois-king.com>; Jean Clark <[REDACTED]>; Lathrop Forest Products <lathropforestproducts@gmail.com>; Lapointe, Michel - NRCS, Williston, VT <michel.lapointe@usda.gov>; Galen Hagen <ghagen@dubois-king.com>; Ian Albinson (ianalbinson+sb@gmail.com) <ianalbinson+sb@gmail.com>; Porter Knight <[REDACTED]>; Rod Cousino <[REDACTED]>; Ash Smith <[REDACTED]>; Patti Smith <[REDACTED]>; peeker@gmavt.net; Heather Tillotson <[REDACTED]>; LaRose Surveys, PC <larosesurveys@gmail.com>; Bristol Clerk <clerk@bristolvt.org>; Treasurer <treasurer@bristolvt.org>; Eric Cota <bristolhighway@gmavt.net>; Andrew L'Roe <alroe@acrpc.org>

Subject: RE: West Street slope repair project is moving forward: contract signing and pre-construction meeting Friday, Oct. 15, 3:15pm >> follow-up

All,

Tomorrow (Thursday) morning at 10:30am works for the engineers and George. Friday is not an option. George and I will Zoom from the Town Office. Below is the Zoom link. I will plan to record it for those who cannot attend.

Topic: Town of Bristol's West Street Zoom Meeting
Time: Oct 21, 2021 10:30 AM Eastern Time (US and Canada)

Join Zoom Meeting
<https://us02web.zoom.us/j/85758049581?pwd=WVNTeXJhbFk1R1JOeWVzbDZuclExQT09>

Meeting ID: 857 5804 9581
Passcode: 116179
One tap mobile
+13017158592,,85758049581#,,,,*116179# US (Washington DC)
+13126266799,,85758049581#,,,,*116179# US (Chicago)

Dial by your location
+1 646 558 8656 US (New York)

See you tomorrow,

--Valerie

Valerie Capels, Town Administrator
Town of Bristol
1 South Street
P.O. Box 249
Bristol, VT 05443
P: (802) 453-2410 Ext. 1
F: (802) 453-5188
E: townadmin@bristolvt.org
W: www.bristolvt.org

FB: <https://www.facebook.com/bristolvt/>

Tw: @BristolTownAdm

Please note this email message, along with any response or reply, may be considered a public record subject to disclosure under the Vermont Public Records Law (1 V.S.A. §§ 315-320).

From: Brett LaRose <brettlarose@gmail.com>

Sent: Tuesday, October 19, 2021 9:16 PM

To: Bristol Town Administrator <townadmin@bristolvt.org>

Cc: Ron LaRose <[REDACTED]>; Safetycaps <[REDACTED]>; Kevin R. LaRose, LS <[REDACTED]>; Vermont.seller@yahoo.com; Kevin Tillotson <[REDACTED]>; Alan Clark <[REDACTED]>; Jon Ashley <jashley@dubois-king.com>; Jean Clark <[REDACTED]>; Lathrop Forest Products <lathropforestproducts@gmail.com>; Lapointe, Michel - NRCS, Williston, VT <michel.lapointe@usda.gov>; Galen Hagen <ghagen@dubois-king.com>; Ian Albinson (ianalbinson+sb@gmail.com) <ianalbinson+sb@gmail.com>; Porter Knight <[REDACTED]>; Rod Cousino <[REDACTED]>; Ash Smith <[REDACTED]>; Patti Smith <[REDACTED]>; peeker@gmavt.net; Heather Tillotson <[REDACTED]>; LaRose Surveys, PC <larosesurveys@gmail.com>; Bristol Clerk <clerk@bristolvt.org>; Treasurer <treasurer@bristolvt.org>; Eric Cota <bristolhighway@gmavt.net>; Andrew L'Roe <alroe@acrpc.org>

Subject: Re: West Street slope repair project is moving forward: contract signing and pre-construction meeting Friday, Oct. 15, 3:15pm >> follow-up

Hello Valerie and thank you for your email. Could you please arrange the Zoom meeting with the engineers and George. I would like to hear from these folks regarding next steps as I'm not reading anything that is definitive around a course of action for the slope repair.

Anytime Thursday or Friday morning is preferable for a Zoom meeting.

Thank you,
-Brett LaRose

On Tue, Oct 19, 2021 at 6:16 AM Safetycaps <george@safetycaps.com> wrote:

i would recommend not starting the upper slope clearing until the entire project is ready to be done as removing the debris will only allow the water to flow more freely down the bank potentially causing greater bank damage. right now the debris is working like coffer logs discharging the water as it flows along the bank. just my opinion.

Sent from my iPhone

On Oct 17, 2021, at 3:35 PM, Bristol Town Administrator <townadmin@bristolvt.org> wrote:

Hi All,

I am writing with an update from Friday afternoon's West Street slope repair meeting. A contract has not been signed yet for the following reasons:

- Justin King had not received the bond documents by 2:00pm that afternoon. They are expected to be received by early this week.
- Though matters were agreed verbally, Kings Trucking would like to receive in writing from the Lathrops certain assurances about use of their property (stockpile of materials, storage of equipment, length of time, etc.). George DeCell will follow up with the Lathrops by e-mail if he hasn't already.

- There was considerable discussion about timing and the sequence of the work. Kings Trucking is finishing up a job in Weybridge and expects they could begin this project by November 1. George said he might be able to pull some folks off the Weybridge project sooner if they had enough notice to get some of the prep work going. The project would begin at the top of the bank using a long reach excavator to remove the debris. George estimated it could take from a few days to a week, weather depending, and they would need full access to the 25 West Street parking lot during that time. (He is planning to swing by on Monday to make sure there are no overhead utility conflicts.) This would leave that part of the slope exposed through the winter, which everyone agreed was preferred over leaving the weight of the debris in place through another winter. In this case, they would need to come back anyway in the spring to seed and mulch.
- The next step of the project would be to install the key/toe wall with type 3 stone rip rap behind that. Once started, it really needs to be finished and cannot be left incomplete over the winter.
- The potential risks and consequences of starting the project this fall with a possible winter shutdown vs. planning to begin next year were discussed. The contract would need to be signed and the project “started” in order to qualify for an extension, because once started, the NRCS will expect to see it through to completion. And once “started,” our financial obligation is locked in.
- Consensus appeared to be going in the direction of starting with the debris removal this year and plan on a winter shut down before starting the key/toe wall construction. No decisions were made.

An important part of Friday’s discussion focused on circumstances that could change the final cost of the project, particularly if there is a winter shutdown. Key points:

- A severe weather event at any point in this project could change the scope of work, such as additional erosion along the river, additional slope failure, washing out of work already done, etc. They felt the risk of the scope changing is greater the longer the project is delayed. George offered that minor changes in the scope or quantities will not change their contract price.
- George and Justin King both offered that a winter shutdown and remobilization will not result in additional costs.
- It was pointed out that some items in the contract are at unit cost, not lump sum, so some could be under or some could be over. The engineers and Kings Trucking felt confident in their estimates. George offered that minor adjustments will not change their contract price. They are aware of the complexity and sensitivity of the situation.
- The big unknown is weather and how it may—or may not—affect things at this point in the year. It is also possible the weather remains mild and, if started this year, the project goes quickly, smoothly, and within or under budget.
- Good news: because some things came in under budget, we still have a fair amount of NRCS grant funding available to cover 75% of eligible cost overruns. But what about the 25%? We all appreciate it is a delicate situation with the property owners.

This project was originally bid in June and was expected to be completed by mid-October. (The design plans are attached for reference.) The goal of this summary is to be sure everyone is on the same page about the uncertainties going forward at this point in the year. I don’t know that e-mail is the best way to discuss this. The engineers and George are willing to meet via Zoom/call-in if folks want to discuss this as a group.

Below is a link to the Zoom recording of the meeting. It runs about 1 ½ hours and starts with the discussion of the trail restoration.

<image001.png>

[https://bristolvt-](https://bristolvt-my.sharepoint.com/:f/g/person/townadmin_bristolvt_org/EnQKq0bcnP9GrKaQM_RwGPQBij2vJ6I9Ik9s1FWd8dULPg?e=ijebRI)

[my.sharepoint.com/:f/g/person/townadmin_bristolvt_org/EnQKq0bcnP9GrKaQM_RwGPQBij2vJ6I9Ik9s1FWd8dULPg?e=ijebRI](https://bristolvt-my.sharepoint.com/:f/g/person/townadmin_bristolvt_org/EnQKq0bcnP9GrKaQM_RwGPQBij2vJ6I9Ik9s1FWd8dULPg?e=ijebRI)

The way it was left is that we are going to check back in by mid-week, probably by e-mail, to see where things stand. It occurred to me after the meeting that this was already planned to be on the October 25 Selectboard agenda for an update, but is now likely to include more indepth discussion of some of these questions.

Galen, Mike, and George: please let me/us know if anything in this summary needs to be corrected or added.

Thank you,

--Valerie

Valerie Capels, Town Administrator
Town of Bristol
1 South Street
P.O. Box 249
Bristol, VT 05443
P: (802) 453-2410 Ext. 1
F: (802) 453-5188
E: townadmin@bristolvt.org
W: www.bristolvt.org
FB: <https://www.facebook.com/bristolvt/>
Tw: @BristolTownAdm

Please note this email message, along with any response or reply, may be considered a public record subject to disclosure under the Vermont Public Records Law (1 V.S.A. §§ 315-320).

From: Bristol Town Administrator
Sent: Thursday, October 14, 2021 1:20 PM
To: Ron LaRose <[REDACTED]>; Kevin R. LaRose, LS <[REDACTED]>; Brett LaRose <[REDACTED]>; Vermont.seller@yahoo.com; Kevin Tillotson <[REDACTED]>; Alan Clark <[REDACTED]>; Jean Clark <[REDACTED]>; Lathrop Forest Products <lathropforestproducts@gmail.com>; Lapointe, Michel - NRCS, Williston, VT <michel.lapointe@usda.gov>; Galen Hagen <ghagen@dubois-king.com>; Jon Ashley <jashley@dubois-king.com>; Ian Albinson (ianalbinson+sb@gmail.com) <ianalbinson+sb@gmail.com>; Porter Knight <[REDACTED]>; Rod Cousino <[REDACTED]>; Ash Smith <[REDACTED]>; Patti Smith <[REDACTED]>; Peeker Heffernan <peeker@gmavt.net>
Cc: LaRose Surveys, PC <larosesurveys@gmail.com>; Sharon Lucia - Bristol Town Clerk <clerk@bristolvt.org>; Treasurer <treasurer@bristolvt.org>; Eric Cota <bristolhighway@gmavt.net>; Andrew L'Roe <alroe@acrpc.org>
Subject: West Street slope repair project is moving forward: contract signing and pre-construction meeting Friday, Oct. 15, 3:15pm
Importance: High

Hi All,

Well, the last hurdle for the West Street project has been cleared. All agreements are in and an alternate access route from the Lathrops (attached) was cleared of environmental concerns. The Notice of Award has been issued and signed with Kings Trucking. Just moments ago, the pieces fell into place for the contract signing to take place tomorrow (Friday) afternoon at Holley Hall, both in person and via Zoom (login info is below). It would immediately be followed by a pre-construction meeting. Justin King is in the process of lining up all the required bonds and insurances, which he will need to bring to the meeting.

The meeting will begin at 3:00pm with the engineer's overview of the trail restoration project as it relates to the Bristol Trail Network. Porter Knight (and possibly others) will be tuning in for this part to learn the details of what is planned. She/they may have specific questions to discuss. This was arranged before we knew when the contract signing would be, but hoped they could be coordinated. From there we will shift to the contract signing. I don't really know how long the trail discussion will take, but am estimating 15 – 20 minutes. The contract signing part is expected to take about a half hour; the pre-construction meeting could take about an hour. I will be attending in person. Though I am fully vaccinated, I will be wearing a mask. For those who can Zoom in, below are approximate times depending on what part you might be interested in. I plan to record the Zoom meeting for those who cannot attend.

3:00pm – Trail restoration details review

3:15pm – Contract signing

3:45pm – Pre-construction meeting

I realize this is short notice, but we do not have time to spare. It has taken a lot of effort on a lot of people's parts along a difficult road to get to this point. Thank you. We all share the hope and expectation that this will successfully address a serious concern by stabilizing the slope, protecting property, and preventing future damage.

Join Zoom Meeting:

<https://us02web.zoom.us/j/81624485503?pwd=bmJkK3oyTHhRdWdlWXVveWtVWEdrdz09>

Meeting ID: 816 2448 5503

Passcode: 746844

One tap mobile

+16465588656,,81624485503#,,,,*746844# US (New York)

+13017158592,,81624485503#,,,,*746844# US (Washington DC)

Dial by your location

+1 646 558 8656 US (New York)

See you tomorrow,

--Valerie

Valerie Capels, Town Administrator

Town of Bristol

1 South Street

P.O. Box 249

Bristol, VT 05443

P: (802) 453-2410 Ext. 1

F: (802) 453-5188

E: townadmin@bristolvt.org

W: www.bristolvt.org

FB: <https://www.facebook.com/bristolvt/>

Tw: @BristolTownAdm