

MEETING Minutes

Project Name	Bristol Main Street Lighting & Sidewalk Improvements Bristol STP PC20(2)
Project No.	425097P1 623188F11
Date	June 20, 2019
Subject	Merge Bristol Main into Bristol STP
Location	6 Green Tree Drive, South Burlington, VT 05403
Attendance	Valerie Capels, Jeremy Stephens Brandon Kipp, Chris Lathrop Nick Pappas, Michael DePinto

Start Time: 0830

Agenda

1. Design

- Can Bristol Main Civil 3D planset be added to Bristol STP CDs? **Yes. Bristol Main design will be developed in Civil 3D and presentation will differ from Bristol STP sheets, but sheets will match border sheet/corner card and sheet numbering format.**
- Will any Bristol Main design require Microstation? **No**
- Lighting – specific manufacturer will be identified? **Ok. No PIF required.**
- Mobilization assumed by Bristol STP? **Yes**
- Traffic control assumed by Bristol STP? **Yes**
 - Including temporary lighting? **Yes, require via general note in plans. Town to decide on whether or not to require night work.**
- EPSC assumed by Bristol STP? **Yes**
 - ~~609.10 Dust control with water~~ **Not needed**
 - 653.41 Inlet protection **Will be a non-par item shown in Bristol Main plans**
- 210.10 Course-milling will be removed from Bristol Main? **Yes, but saw-cut requirements still needed**
- Asphalt items will be removed from Bristol Main? **Yes. Note: concrete across drives is currently not planned.**
 - 404.65 Emulsified asphalt
 - 406.25 Marshall bituminous concrete pavement
- Signs assumed by Bristol STP? **Correct. Note: may receive additional accessible parking requirements near laundromat, pending Town decision/direction**

- 675.341 Square tube sign post and anchor
 - 675.50 Removing signs
 - 675.60 Resetting signs
 - Other
2. Specifications
 - As simple as adding Bristol Main special provisions into Bristol STP CDs? **Correct**
 - Other
 3. Permitting
 - ROW **Identified by Town as face of buildings**
 - Archaeological & Historical **Town reengaging State A&H**
 - Other
 4. Additional review requirements **State review process in addition to Bristol Main's proposed review process**
 - Design
 - Specifications
 - Construction Documents
 - VTrans and/or public?
 - Other
 5. Funding
 - MAB Bike & Ped small-scale construction grant **Might require concrete across drives**
 - Contingency **Town has contingency**
 - Other
 6. Schedule **Bristol Main will participate in VTrans final submittal due 8/2, contract submittal due 10/14, and advertise expected around 11/20**
 - Requirements
 - Impacts
 - MAB awarded in August
 - Other
 7. Town/VTrans agreement **Requires accurate quantity and estimate by 9/27. Includes clause allowing Town to opt out if bids are too high.**
 8. Construction and Other items
 - Public liaison provided by Bristol STP
 - Town provided construction items
 - Removal and disposal of lampposts
 - Salvage all materials to Town yard
 - 500 tons of RAP (maximum)
 - Includes signs, posts, anchors, and hardware
 - Does not include existing electrical conduit or wire

- VTrans to research contaminated soils maps in downtown corridor.
- Backfill all utility crossings with native soils. Will continue to discuss trenching/saw-cut options to reduce impact to surface course.

9. Next Meeting

- Additional discussion needed? TBD
- Public meeting in Bristol? Yes, 7/8 at 7pm
 - Include direction on base reveal and outlet locations, discuss merger with Bristol STP project, and discuss ADA options near laundromat.
 - VTrans expects they will attend

End Time: 1030am

This memorandum represents our understanding of the issues discussed and the decisions made during the above-specified meeting. If it does not conform to any recipient's understanding of the same, prompt written notice must be communicated to the author of the present memorandum. If no corrections are suggested and no objections are raised in a timely manner, this memorandum will be relied upon as a factual account of the specified meeting.