



# TOWN OF MIDDLEBURY

## *Office of the Selectmen*

**MINUTES**  
**MEETING OF THE BOARD OF SELECTMEN**  
**Tuesday, January 22, 2019 – 4:00 p.m.**  
**Town Hall Conference Room**

**Call to Order with Pledge of Allegiance**

The meeting was called to order with the Pledge of Allegiance.

**Approval of January 7, 2019 Meeting Minutes**

First Selectman St. John MOTIONED to approve the minutes of the January 7, 2019 meeting, SECONDED by Selectman McCormack. Unanimous approval.

**Tax Rebates**

<u>Name</u>	<u>City/State/Zip</u>	<u>Refund Amount</u>
Lao, Ying L	Middlebury, CT 06762	\$187.26
Lao, Ying L	Middlebury, CT 06762	\$24.28
Vault Trust	Detroit, MI 48275-001	\$212.40
Toyota Lease Trust	Chandler, AZ 85226	\$66.98
Toyota Lease Trust	Chandler, AZ 85226	\$616.57
Toyota Lease Trust	Chandler, AZ 85226	\$290.05

First Selectman St. John MOTIONED to approve the above-mentioned rebates; SECONDED by Selectman McCormack. Unanimous approval.

**Reappointments**

<u>Term</u>	<u>Member</u>	<u>Party Affiliation</u>	<u>Board or Commission</u>
January 6, 2019 to January 6, 2023	Paul J. Bowler	R	Conservation Commission
<i>First Selectman St. John MOTIONED to approve the appointment, SECONDED by Selectman McCormack. Unanimous approval.</i>			
January 6, 2019 to January 6, 2023	Fran Barton, Jr.	D	Beautification
<i>First Selectman St. John MOTIONED to approve the appointment, SECONDED by Selectman McCormack. Unanimous approval.</i>			
January 6, 2019 to January 6, 2023	Diane M. Mazur	D	Beautification
<i>First Selectman St. John MOTIONED to approve the appointment, SECONDED by Selectman McCormack. Unanimous approval.</i>			
January 6, 2019 to January 6, 2023	Joanne E. Powell	R	Beautification
<i>First Selectman St. John MOTIONED to approve the appointment, SECONDED by Selectman Strobel. Unanimous approval.</i>			
January 6, 2019 to January 6, 2021	Noa Silberberg Miller	D	Commission on Aging
<i>First Selectman St. John MOTIONED to approve the appointment, SECONDED by Selectman McCormack. Unanimous approval.</i>			

**Reappointments (continued)**

<u>Term</u>	<u>Member</u>	<u>Party Affiliation</u>	<u>Board or Commission</u>
January 6, 2019 to January 6, 2023 <i>First Selectman St. John MOTIONED to approve the appointment, SECONDED by Selectman McCormack. Unanimous approval.</i>	Mary Greene Barton	D	Conservation Commission
January 24, 2019 to January 9, 2023 <i>First Selectman St. John MOTIONED to approve the appointment, SECONDED by Selectman Strobel. Unanimous approval.</i>	Oliver R. LeDuc, Sr.	R	Building Official
November 6 2018 to November 6 2019 <i>First Selectman St. John MOTIONED to approve the appointment, SECONDED by Selectman Strobel. Unanimous approval.</i>	Nancy E. Pun	R	Commission on Aging
November 18, 2018 to November 18, 2019 <i>First Selectman St. John MOTIONED to approve the appointment, SECONDED by Selectman Strobel. Unanimous approval.</i>	Nancy Mastroianni	R	Commission on Aging
July 7, 2018 to July 7, 2019 <i>First Selectman St. John MOTIONED to approve the appointment, SECONDED by Selectman Strobel. Unanimous approval.</i>	Ray Pietrorazio	R	Land Preservation

**Discussion and Consideration**

At this time First Selectman St. John MOTIONED to appoint Deputy Chief James Grohs and Lieutenant and Deputy Marshal Brian Proulx as open burning officials; SECONDED by Selectman McCormack. Unanimous approval.

**Bond Reduction – The Ridge, Christian Road**

The First Selectman explained that there was a bond that was placed on certain requirements the Town had in place. The Town engineer has inspected the land and his recommendation is attached. First Selectman St. John MOTIONED to reduce bond to \$127,000; SECONDED by Selectman Strobel. The First Selectman required that the Town Engineer ensured that the stipulations had been met and they have.

**Amend the Agenda**

At this time the First Selectman MOTIONED to amend the agenda for an Executive Session regarding the Nichols Road Agreement, SECONDED by Selectman Strobel. Unanimous approval.

First Selectman St. John MOTIONED to enter into Executive Session for a discussion on legal matters regarding the Nichols Road Agreement with Attorney Robert Smith, Attorney Dana D'Angelo, Dr. Rafford, Carolyn Lutes invited to sit in; SECONDED by Selectman Strobel. Unanimous approval.

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The Board came out of Executive Session at 4:37 p.m. and no votes were taken.

**Adjournment**

First Selectman St. John MOTIONED to ADJOURN, SECONDED by Selectman Strobel. Unanimous approval.

These minutes are submitted subject to approval.

Respectfully submitted,

*Barbara J. Whitaker*

Barbara J. Whitaker  
Recording Clerk

# MIDDLEBURY FIRE DEPARTMENT

65 TUCKER HILL ROAD  
MIDDLEBURY, CONNECTICUT 06762  
PH: 203-577-4036  
FAX: 203-577-4038



Brett Kales  
*Chief of Department*

Dear Board of Selectmen,

I am asking that we add 2 new burning officials to our list. Currently there is myself and Tony Bruno. I am making the recommendation that Tony be removed from that position and we add Deputy Chief James Grohs and Lieutenant and Deputy Marshal Brian Proulx. This will give us ~~2~~ 3 burning officials counting myself.

Sincerely

Chief Brett Kales

A handwritten signature in black ink that reads "Brett Kales".

# CALABRESE ENGINEERING

601 Quassapaug Rd.  
Watertown, CT 06795  
(203)598-4390

Town of Middlebury  
Board of Selectmen  
1212 Whittimore Rd.  
Middlebury, CT 06762  
January 22, 2019  
Phase 1 -Long Meadow Farm – The Ridge  
Bond Reduction

Dear Mr. St. John:

I have attached the following documents for the above mentioned project:

- Letter from DyMar dated October 30, 2018
- The Ridge at Long Meadow Farm – Site Restoration /E&S Bond Cost Estimate, by Dymar, dated March 15, 2018.
- Letter from Calabrese Engineering, dated December 27, 2018.

The Town of Middlebury currently holds a bond on this project and a request has been made to lower the bond to \$127,000.

On December 21, 2018, I visited the site during a heavy rainstorm and observed items that needed to be corrected before the bond could be reduced. My letter dated December 27, 2018 (attached) outlined the items.

A site meeting was conducted with the property owner, project engineer, and owner's contractor where a plan was developed to correct the items.

On January 11, 2019, I went to the site to inspect the completed work:

- The silt fence over the top of the catchbasin grates were removed and the areas around the catchbasins cleaned.
- Sandbags were placed around the catchbasins to direct water into the basins.
- Trees and brush along the edge of the roadway were removed
- Debris along the roadway was removed.
- The brush along the slopes of the detention basin were removed.

Based on the work that has been completed the Board of Selectmen can reduce the bond to \$127,000.

It should be noted that the property owner should continue to monitor the site and perform any necessary maintenance that may be required.

Please contact me if you have any questions or comments.

Yours truly,

  
John N. Calabrese P.E.

# CALABRESE ENGINEERING

601 Quassapaug Rd.  
Watertown, CT 06795  
(203)598-4390

THE RIDGE – PHASE 1

December 27, 2018

Based on past site inspections and most recently on December 21, 2018, the following are corrective measures that are required to be performed before the bond is reduced.

During my December 21, 2018 site inspection it was observed that the roadway in the area of the low point was completely flooded and water was not able to flow into the stormwater system. This caused the water to overflow the curb and erode a ditch into the wooded area and flow toward Long Meadow Road.

It should be noted that many of the following items may not be able to be completed during the winter season. This may cause a delay in the lowering of the bond until sometime in the spring.


- Inspection of all storm water pipes along with catch basins
- Cleaning of all debris and silt from pipes and catch basins.
- Grade any eroded areas, spread topsoil, seed, and hay.
- Remove any silt in detention pond and any other corrective measures that may be required to allow detention pond to work as designed.
- Direct storm water at the entrance into catch basins so water does not flow onto Christian Road.
- Sweep to remove all debris and silt from existing roadway.
- Stabilize any erosion in unpaved area near water tank.

Please note that the above items are based on my visual inspection and while I believe that it covers the major items that need to be corrected, the site engineer and town staff will need to evaluate the site during the cleanup process.

The objective of the work required is to allow for a properly working storm water system, a stabilized site free from erosion, and elimination of any water flows onto neighboring properties.

Please contact me if you have any questions or comments.

Yours truly,



John N. Calabrese P.E.





October 30, 2018

Mr. Ed. St. John  
First Selectman  
Town of Middlebury  
1212 Whittemore Road  
P.O. Box 392  
Middlebury, CT 06762

Re: Phase 1 – Long Meadow Farm  
Middlebury, Connecticut  
Job #00318

Dear First Selectman St. John:

This request is formalize the prior discussions regarding a bond reduction for our Client, Middlebury Land Associates, L.L.C. DYMAR is requesting approval to reduce the bond for the above referenced project from \$746,533 (to be verified) to \$127,000 – a Site Restoration/E&S Control Bond. Attached is an estimate of the schedule of values for the work which remains.

Please feel free to contact me directly on my cell if you have any questions. Thanks in advance for expediting this request and trust it can be brought before the board of selectman at your meeting in November.

Very truly yours,

A handwritten signature in black ink that reads "Mark E. Lancor".

Mark E. Lancor, P.E.  
Principal

Cc: J. Respler: Via email  
D. Dangelo: Via email  
J. Calabrese: Via email

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**THE RIDGE AT LONG MEADOW FARM**  
**Site Restoration/E&S Bond Cost Estimate**

BY MELANCOR 15-Mar-18

ITEM NO.	DESCRIPTION OF WORK	QTY	UNIT	Unit \$	VALUE
A	Mobilization, Demolition and Erosion Control	1.0	LS	\$5,000.00	\$5,000
1	Mobilization and Demobilization	1.0	LS	\$5,000.00	\$5,000
2	Removal of Bit. Curbing	4,500	LF	\$1.50	\$6,750
3	Removal of Bit. Curbing	500	LF	\$2.50	\$1,250
4	Silt Fence	500	LF	\$2.50	\$1,250
5	Inlet Protection	29	Each	\$150.00	\$4,350
	Anti-Tracking Pad	35	Ton	\$30.00	\$1,050
	<i>Subtotal</i>				\$18,400
B	Pavement				
1	Reclaim Bit Pavement	5,400	SY	\$2.50	\$13,500
2	Grading/Hauling/Redistribute Excess Material on-site	1,000	CY	\$6.00	\$6,000
3	Compaction	5,400	SY	\$1.00	\$5,400
	<i>Subtotal</i>				\$24,900
C	Utilities and Drainage				
2	Clearing and Grubbing (Drainage Restoration)	1,500	LS	\$1.00	\$1,500
3	Diversion Control Structure MH	3,000	Each	\$1.00	\$3,000
4	Precast Infiltration Level Spreader	80	LF	\$70.00	\$5,600
5	Rip-Rap Outlet	30	CY	\$35.00	\$1,050
6	Detention Basin Restoration - clearing scrub/outlet control	2,500	LS	\$1.00	\$2,500
7	Reset Water Service Curb Boxes	5	Each	\$150.00	\$750
	<i>Subtotal</i>				\$14,400
D	Restoration/Landscaping				
1	Unfinished Roadway and Building Pad Clean Up-Upper Site	7,300	SY	\$1.50	\$10,950
2	Reclaim/Spread Topsoil from on-site sources	3,650	SY	\$2.00	\$7,300
3	Import Topsoil, Spread and Grade	3,650	SY	\$4.00	\$14,600
4	Removal of Silt Fence Material	500	LF	\$1.00	\$500
5	Seed, Fertilize and Mutch/Cleanup	12,700	SY	\$1.00	\$12,700
5	Maintenance Period	1	%	0.15	\$6,908
	<i>Subtotal</i>				\$52,958
	Additional Work Subtotal				\$110,658
	±10% Contingency				\$11,066
	Construction Administration and Inspections				\$5,300
	Grand Total				\$127,023
	Say				\$127,000