

Infrastructure Committee Report to the St. Albans Town Selectboard

Tasked with reviewing infrastructure needs for the
Department of Public Works and Town Hall

6/4/18

This Report Contains Two Recommendations:

- 1. Relocate the DPW Garage and Salt Shed to the Town owned property on Brigham Road.
- 2. Relocate the Municipal Offices to property adjacent to state route 36 & 104 also known as Ingleside Property.

June 2017 – Infrastructure Committee is appointed

- A steering committee was appointed comprised of community members, town staff and two Selectboard members:
- Richard Cummings, Dick Dickinson, Tim Hurlbut, Brent Brigham, Dave Allerton, Alan Mashtare, Anna Bourdon, Carrie Johnson, Bill Nihan & Al Voegele.
- Committees tasks:
 - Review current conditions
 - Review future needs of the department of public works (DPW) and Municipal Office(s).
 - Provide Selectboard with a site recommendations for Town Garage & Town Hall.

Committee Reviews History and evaluates sites

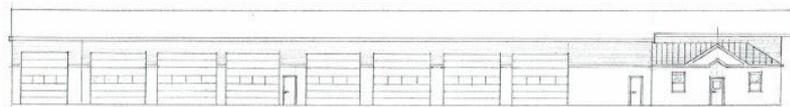
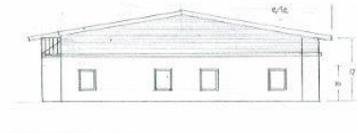
- The committee reviewed all previous studies done by town to avoid duplication
- The committee reviewed the 2013 St. Albans Town Municipal Facilities Study
 - A comprehensive review of existing and future space needs.
 - From 1999-2013, 84% of growth occurred in central corridor & this trend is likely to continue.
- The committee considered locating the Town Hall and DPW on the same site.
 - The two uses on one lot was considered incompatible and would limit the available locations and are generally not good mixed use projects.
 - DPW is a commercial sometimes messy yet necessary operation, and should be tucked in away from main growth areas like residential and commercial retail businesses (ie: S.Burlington).

Infrastructure Committee evaluates DPW

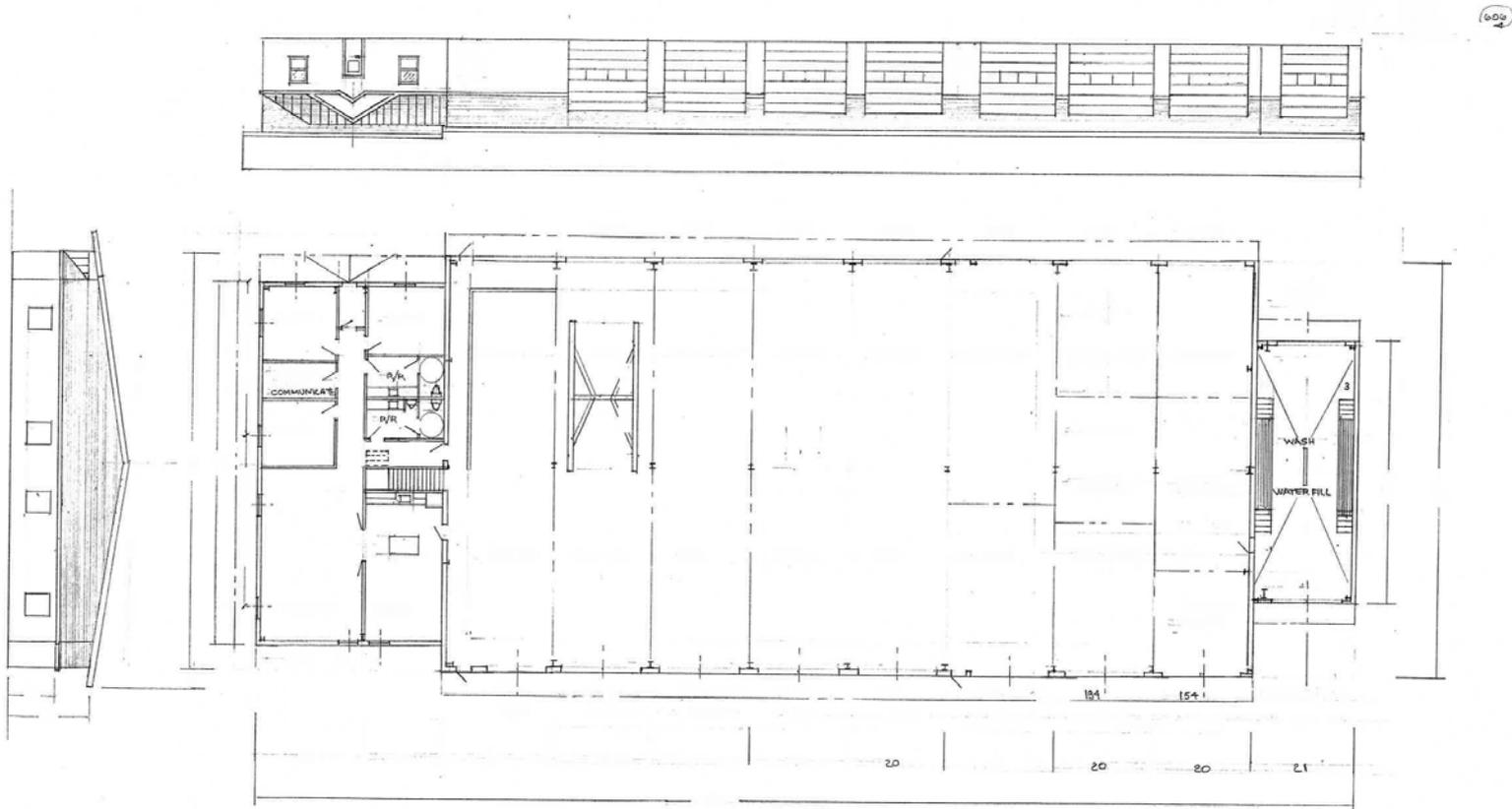
- The current DPW site is evaluated for current and future service requirements.
 - Proximity to the lake - environmental concerns of current use
 - Current site isn't centrally located
 - Current site has no wash bay or drain filtration system
 - Current site has poor water quality and no room for expansion
 - Current site does not allow equipment to be protected from weather.
- The committee recommends moving DPW to the town owned Brigham Road Property. Deciding what to do with old DPW lakefront property will depend on community input; the Town is asking this question in survey this year.
 - Brigham Road site is already municipally owned, provides room for growth, has access to water and is more centrally located.

New DPW site on Brigham Road

- Infrastructure committee recommends the following conceptual plan that includes Offices, Wash Bay, Shop Bays for all equipment & Room for expansion.
- Office: 2,650
- Shop: 13,120
- Wash Bay: 1,050



Department of Public Works



DPW Site Plan

DRAFT

DRAFT



DRAFT



DRAFT



ENGINEERING-SURVEY
PLANNING • ENVIRONMENTAL
1475 LAKESHORE ROAD • WILLOUGHBY, OHIO 44094
440.949.1111 • WWW.TCE1.COM

Revisions
No. Description Date By

- USE OF THESE DRAWINGS**
1. These drawings were created. These drawings are intended for preliminary planning, coordination with other disciplines or officials, and/or approval from the regulatory authorities. They are not intended as construction drawings unless noted as such or marked approved by a regulatory authority.
 2. In use of these drawings for construction of the Project, the Owner represents that they have reviewed, approved, and accepted the drawings, including all necessary permits, and that they will comply with applicable codes, ordinances, and laws. The drawings and the associated information are provided for informational purposes only. The drawings are provided for informational purposes only and are not intended to constitute a contract. The drawings are provided for informational purposes only and are not intended to constitute a contract.
 3. Owner and Architect are responsible for final design and location of buildings shown, including on-site measurement a minimum of 10 feet around the building and surrounding facility connections shown on these plans.
 4. Prior to using these plans for construction intent, the user shall contact TCE to ensure the plan contains the most current information.
 5. These drawings are specific to the Project and are not transferable. As instruments of service, these drawings, and copies thereof, furnished by TCE are to include property changes to the drawings may only be made by TCE, if such as conditions are discovered. Any shall be brought to the attention of TCE immediately.
 6. It is the User's responsibility to ensure this copy contains the most current information. If unsure, please contact TCE.

DRAFT

Project Title

Brigham Road DPW
Brigham Road
St. Albans Vermont

Sheet Title

Concept Render

Date: 05/01/18
Scale: 1" = 60'
Project Number: 18-008
Drawn By: JMC
Project Engineer: JMC
Approved By: JMC

Field Book:

C10-01

Town Brigham Road Property



DPW Building Costs

- The DPW Cost Estimates:
 - Shop, Office and Wash Bay: \$ 1,800,000.00
 - Site Work: cost estimates to be determined
 - Road, utilities and contingency
 - Salt Shed: cost estimates to be determined

DPW Recommendation

- The committee recommends the proposal for the Brigham Road Property and its defined construction cost estimates be put before the voters for their approval at the November 6th 2018 election.

Municipal Office Research...

- The committee accepts its second task to evaluate the municipal office needs of the town.



Results of the Infrastructure Committee's Evaluation of Town Hall

- Current Town Hall location evaluation results in a number of noteworthy challenges:
 - No room for expansion
 - Septic and Water limits use of building
 - Insufficient parking
 - Not centrally located
 - Vault space is running out
 - Not ADA accessible
 - Upgrades while possible would be costly , and would not allow for use beyond 5-10 years.

Next steps

- Given the limitations of upgrading the existing town hall, the infrastructure committee requested a list of all existing open lots of land available with 10 or more acres.
- A subcommittee of the Infrastructure Committee was appointed to review the open lots.
- It reviewed over 28 different sites.

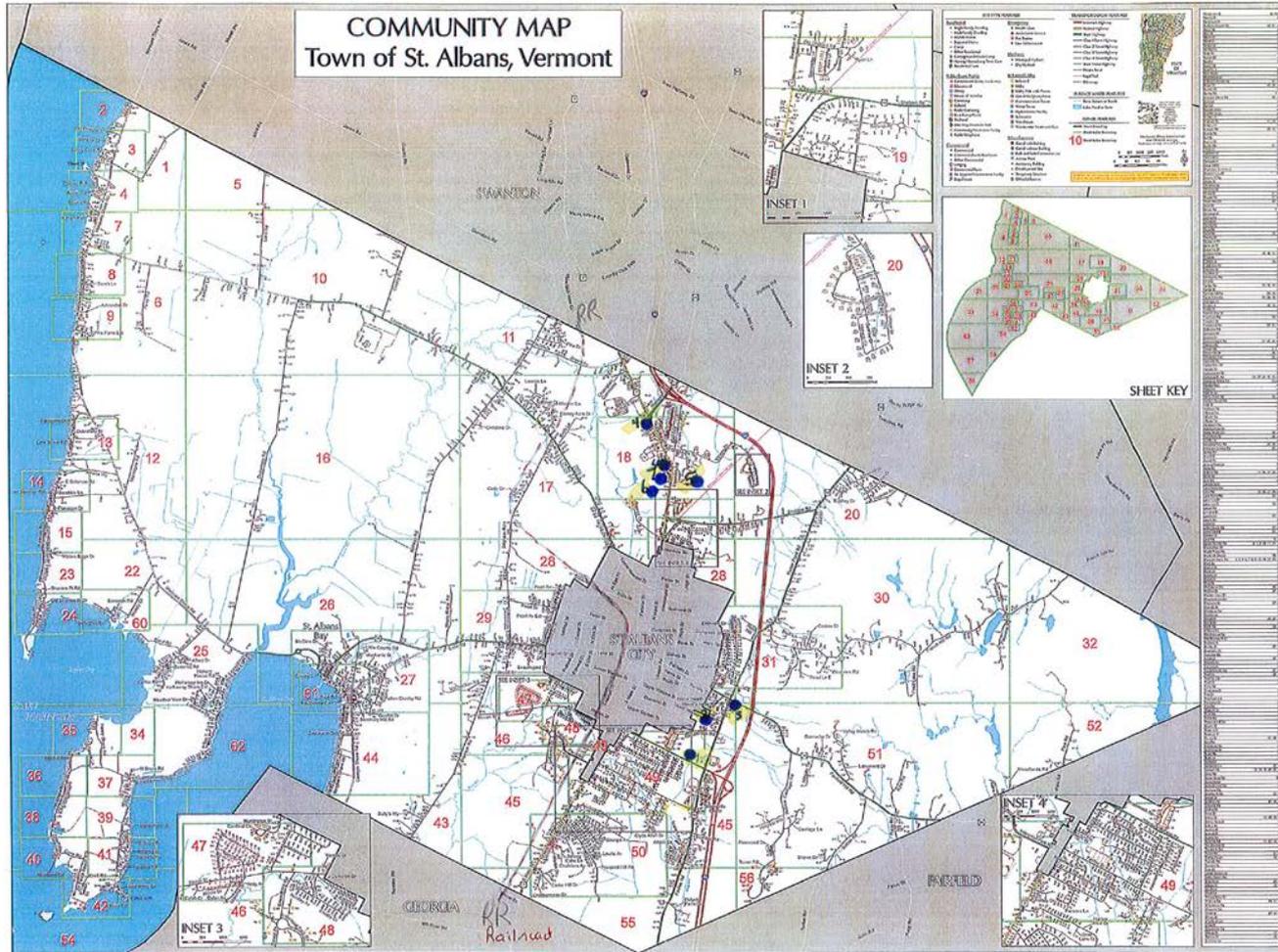
Infrastructure Committee recommends moving town hall

- The committee requested a list from the Town Clerk of all existing 10 Acre (+) open lots of land available.
- A subcommittee was appointed to review the open lots and reviewed over 28 different sites using the following criteria.

Site Review for Town Hall

- The initial review of over 28 sites was narrowed down to 13 (based on the criteria).
- Phase 2: the committee narrowed it down to 13 sites in town using numbers to identify owners and narrowed choices to 7 lots for infrastructure committee review.
- The following slide depicts those lots considered on a town wide map located in the north, south and east sections of the town.

Semi final Sites considered for Town Hall

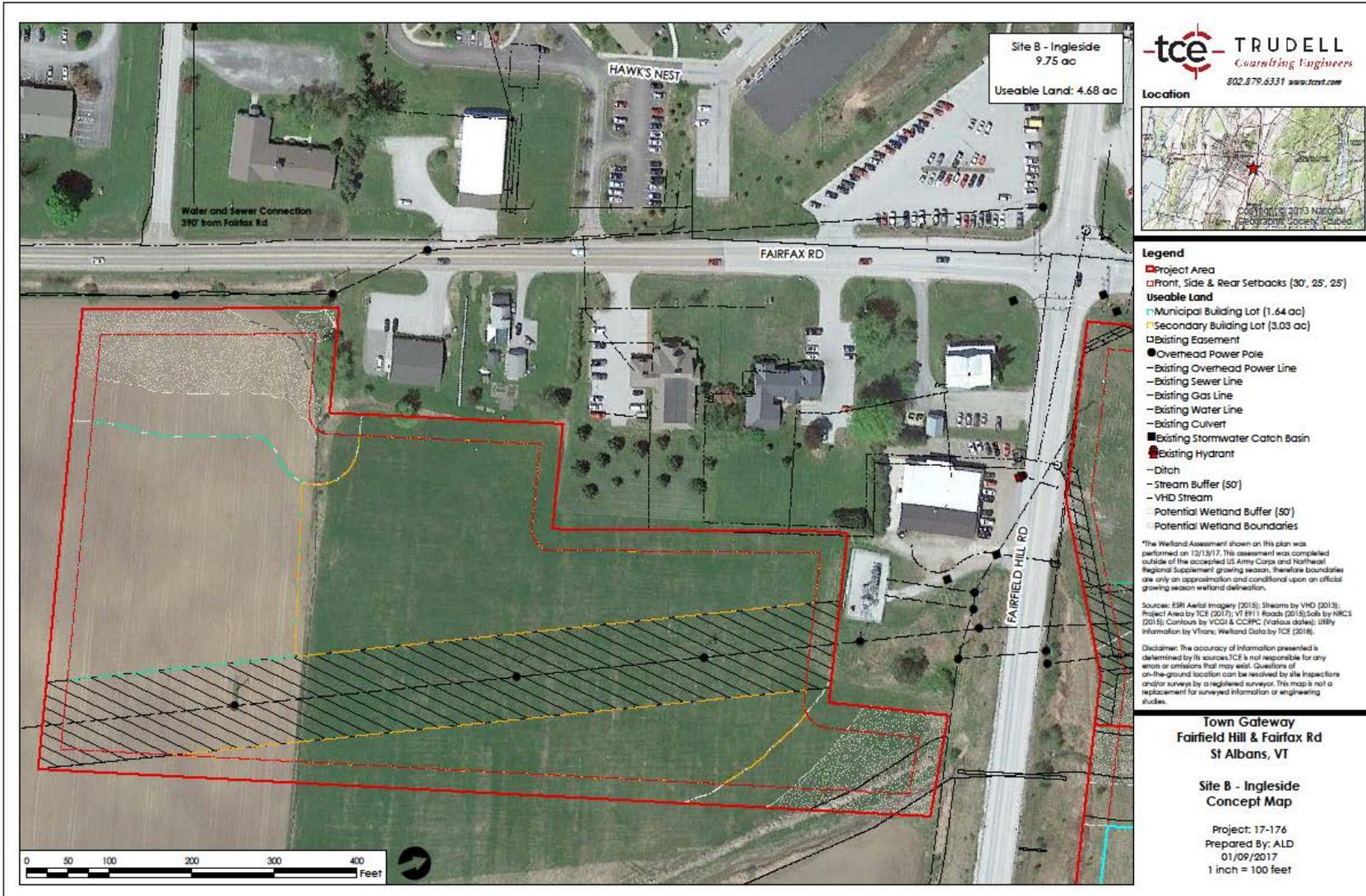


- 1 Smith - Exit 19
- 2 Smith Upper Walden
- 3 Smith 104/36
- 4 Greenfield - 2 locations
- 5 Energizer
- 6 Hungerford Renee Dr.
- 7 Zum Seymour Rt 7 N.

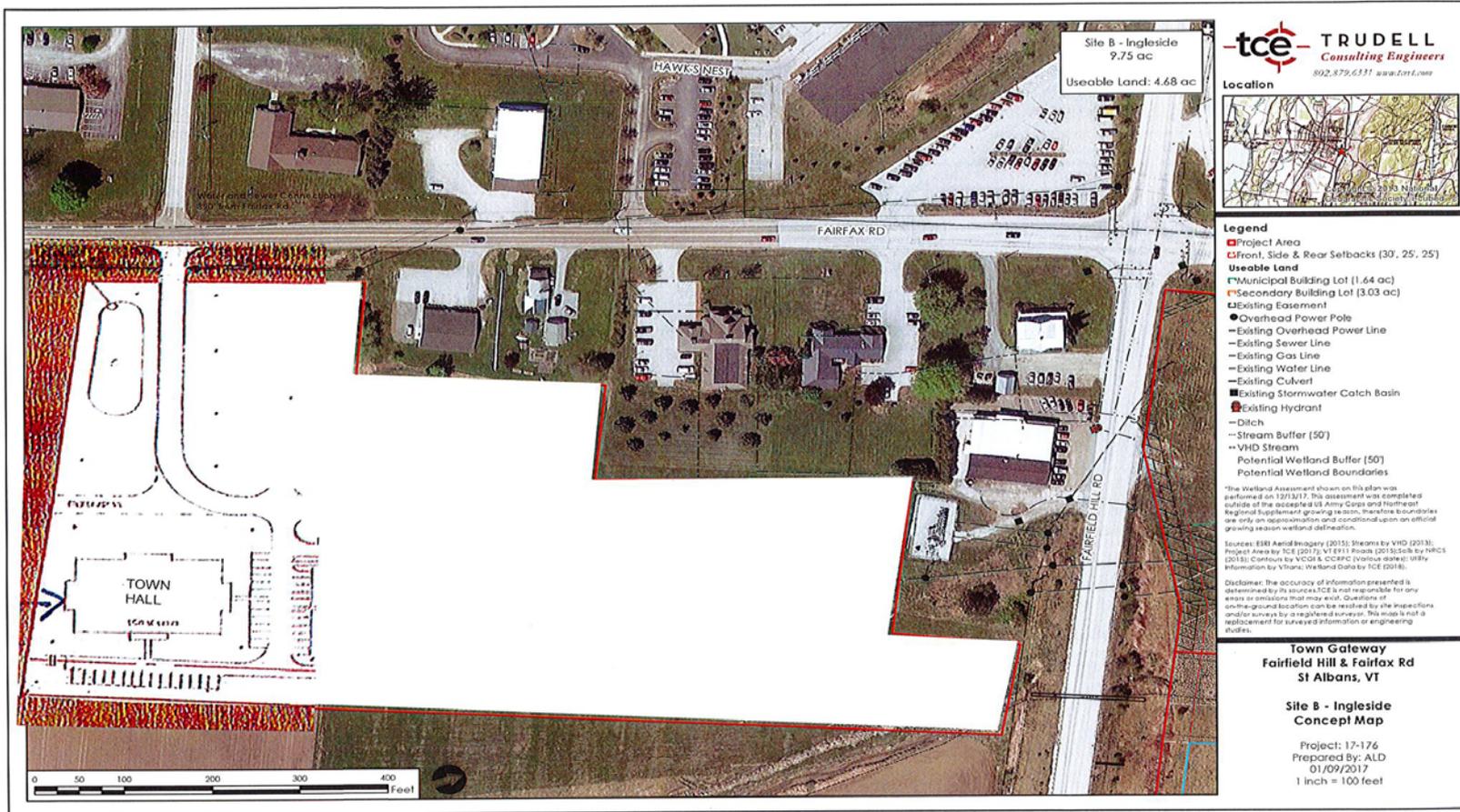
Committee picks 3 semi finalist sites

- The committee reviewed and discussed the evaluations and ranked the sites narrowing choices to 3 sites.
- A subcommittee then met with the land owner(s) to determine if the site was still available , cost of land, and if for sale, were they willing to sell the property or a portion of it to the Town.
- From that point, the committee discussed other criteria for narrowing down the 3 lots to 1; criteria included central location, cost of lot and lot accessibility.
- Committee reaches a unanimous recommendation: Finalist ... is Ingleside Equity Group, aka Smith lot on the corner of VT Rt 36 & Rt 104

Municipal Office Site



Municipal Office Site Concept



Site Selection for a new municipal office

- The committee recommends the Selectboard agree to purchase five (5) acres of land from the Ingleside Equity Group in association with Ingleside's donation of five acres for a total land acquisition of 10 acres subject to voter approval at Town meeting day on March 7th, 2019.
- Site selection is necessary in order to move forward to accomplish those goals.
- Selectboard will need to allocate funds necessary for the infrastructure committee to move forward securing the land use permits necessary for purchase and construction.

Town Hall Site Recommendation

- The committee recommends the SB purchase 10 acres from Ingleside Equity Group.
- Ingleside to donate 5 acres of land, and agrees to sell town an additional 5 acres.
- Committee is seeking SB consensus of site selection and approval to move forward with permitting.

By Unanimous Vote, the Infrastructure Committee recommends the following:

1. Moving Department of Public Works (DPW) to Brigham Road.
 - Steps necessary to move forward are:
 - approve a conceptual design for DPW
 - approve an estimated budget for DPW building, Salt Shed and Site Work.
 - identify funds and construction methods
 - proceed with November Election
2. Approval of Town Hall Site Selection.
 - SB approval of funds to secure permits and 10 acres of land for municipal facilities.

Acknowledgement

- The Infrastructure Committee would like to extend a thank you to the Ingleside Equity Group for their generous donation of five acres of land to the relocation of the Town Hall.

Questions?