

**Town of Middlesex
Special Meeting
January 25, 2024**

Present: David Adam, Supervisor
Leon Button, Council Member (entered at 7:04 p.m.)
Austin Liddiard, Council Member
Paul Mitchell, Council Member

Absent: Stephanie Betts, Council Member

Also Present: Josh Burnett, Highway Superintendent
Bruce St. Lawrence, Project Manager

Recording Secretary: Lynnette Miller, Clerk

Pledge/Call to Order

Supervisor Adam called the meeting to order at 7:00 p.m. at the Town Hall, 1216 State Route 245, Middlesex. He led the Pledge of Allegiance.

Public Comments – none

South Lake Road Paving Project

Supervisor Adam introduced Scott Prior, engineer with Lu Engineers. Scott presented the Board with copies of the Contract Drawings for South Lake Road Rehabilitation Phase 2 dated January 2024. Scott explained that these plans are 95% complete based on several site walk-throughs at the completion of the Phase 1 drainage project. Included with the drawings was the Engineer's Opinion of Probable Cost, a description of items, the quantity needed along with the unit price and total cost estimated. Scott noted the extra costs involved; specifically inflated asphalt prices due to the inconvenience of trucks required to back down the road to provide material. There is also a 3% contingency plan for additional drainage, if needed. Weather and the opening of the asphalt plant are key to getting the project completed on time. Effective communication with residents on the road is another key component. Town Project Manager Bruce St. Lawrence will send emails to inform residents and keep them updated. If all progresses as hoped, the work should take 3 weeks, yet 4-5 weeks could be needed. Additional items discussed were:

- 5-6 areas identified as needing deep repair.
- Approximately 12,000 ft. of road will be milled. Millings will be used for shoulders.
- Work will begin at the south end, moving north.
- Drainage will go toward existing swales & newly designed ditches.
- The road width will remain the same as is.
- The road will be closed from 7 a.m. – 6 p.m. Bruce will notify residents.
- Logistics to be addressed such as mail delivery, trash pick-up, delivery services. It was identified that no school buses use the road.

Scott explained the next steps. Once Highway Superintendent Josh Burnett and Project Manager Bruce St. Lawrence along with the Board review the information presented tonight, Lu Engineers will move

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forward with the finalization of the bid package. Lu Engineers will reach out to contractors as well as place advertising. Contractors will be given a minimum of 3 weeks to review and place a bid. Bids will be opened at the Town Hall on a date to be determined at the beginning of March to award the contract.

There was a lengthy discussion about payment for the project. Council Member Liddiard asked if the project could be split into two phases in order to avoid borrowing funds. Scott Prior responded that the project was originally intended to be completed in three phases. Lu Engineers would need a few days to change the package if the project is split. Council Member Mitchell stated that he would like to see the entire project done at this time. Council Member Liddiard expressed concern over a tax increase. Council Member Button added that he would like Supervisor Adam to get more details about financing. Supervisor Adam stated that he would get bonding information for the February Board meeting.

A motion was made by Council Member Mitchell, seconded by Council Member Button to authorize Lu Engineers to prepare the bid package for the South Lake Road Paving and issue it for bids in one phase.
*All in favor; none opposed. Motion carried.

Highway Roller Repair

Four estimates were received for repair of the Town's roller which was purchased used a few years ago. Carroll Road Repair Shop, LLC in Penn Yan gave the best estimate for a rebuilt or a remanufactured engine. Council Member Liddiard commented that he would like to go with the reman. Supervisor Adam agreed. A discussion ensued. Yates County has agreed to deliver the roller to Carroll Road Repair. The turn around is 3-4 weeks. A 1-year warranty is provided. Council Member Button made the contact with Carroll Road. Nothing was said about a down payment.

On a motion by Council Member Button, seconded by Council Member Liddiard, the Town roller will go to Carroll Road Repair Shop, LLC for a remanufactured engine in the amount of \$21,675.00.
*All in favor; none opposed. Motion carried.

Additional Item

Supervisor Adam reported that he attended a meeting at Yates County today on shared services between the county and towns. Yates County is applying for a records management grant, specifically records to be scanned to Laserfiche. Towns have been asked to comment on what records they are interested in having scanned. At this time, it would be 3-5 boxes. Someone from the County will come here to assess what we are choosing to have scanned. There is no cost to the Town. In order to participate, three resolutions need to be passed at the February Board meeting.

Adjourn

With no further business, on a motion by Council Member Liddiard, seconded by Council Member Button, the special meeting of the Town Board of the Town of Middlesex was adjourned at 8:22 p.m.


Lynnette F. Miller, Town Clerk