

**Northfield Select Board  
Highway Sub-Committee Meeting  
Meeting Minutes, February 7, 2024**

**Roll Call:** Select Board members Merry Shernock, Lydia Petty and John Stevens. Others present: Town Manager Jeff Schulz, Highway Foreman, Trent Tucker, Mary Nadon Scott, Bill Lyon. The meeting started at 11:00 AM.

Jeff Schulz stated that a sidewalk inventory of all municipal sidewalks in Northfield was recently completed and shared with the Select Board. Jeff noted that the inventory includes a list of the top ten ranked sidewalks for replacement based on sidewalk condition and pedestrian usage. The pedestrian usage is based on observances and not actual counters, so it is somewhat subjective. The inventory lists the sidewalk from Vine Street to Belknap Road (Easterly side of Main Street) as the highest ranked project for replacement. The second ranked sidewalk is the paved section from Spring Street to Prospect on Main Street. Jeff added that the Board had requested that Highway Sub-Committee prioritize the sidewalks for construction.

Merry Shernock asked about an estimate for a new section of sidewalk on Main Street from Champlain Farms to Topps. Jeff noted that contractors are on winter shutdown, and Trent will get estimates.

Lydia Petty stated that it would be helpful to have the Committee do a site visit of the top ranked sidewalks. Also, Lydia noted that the section of sidewalk on Water Street from Main to the tracks is in very poor condition and missing sections.

Next, John Stevens stated that the Cross Street sidewalk is a top priority because it is near the schools. John also listed Vine Street as a top priority.

Mary Nadon shared that the Walkability Committee has completed a sidewalk survey and that they plan to present the results to the Select Board at the next Board meeting. Mary also noted that they had over 400 responses to the survey.

Next, the Committee suggested the need for cost estimates for a new sidewalk on Main Street from Cumberland Farms to Topps and for replacing the sidewalks on Cross and Vine Street.

Next, Jeff noted that he plans to meet with a VAOT project coordinator over the next few weeks to start coordinating the final planning and installation of the pedestrian improvements at the intersection of Route 12 and Cox Brook Road. Because the project is in the State right of way, VAOT will need to be involved with project

coordination. The plan is to bid the improvements at the end of March with a goal of constructing in spring or summer 2024.

Next, Jeff noted that last summer the Town received a grant of \$210,00 for road repairs on Lovers Lane to include road subbase and guardrail work. We are searching for additional grant funds to increase the amount of fund considering that nearly the entire road needs subbase work. The FEMA reimbursement for a portion of the guardrails damaged during the July flood will allow for more subbase road to be completed

Next, Jeff stated that all but one damaged area from the July fold has been completed which is the large erosion area off Kent Street behind the municipal building. We have three project quotes and are expecting a fourth. We plan to do the repairs in the next few weeks. Also, we continue to work with FEMA on the project work sheets for each damaged road to get the FEMA reimbursement.

Next, Jeff noted that this summer the plan is to pave Doyon Road, Dickinson Drive and East Street. The installation of the electric power underground as part the Main Street on East Street needs to be completed this spring or early summer to allow for the paving during the summer months. Bill Lyons stated that Spring Street needs paving and asked if Spring Street can be added to the paving list for either this year or next year.

The Committee plans to meet within the next three to four weeks to further discuss the sidewalk prioritization and review estimates.

Motion by John, by Merry to adjourn the meeting.

Jeff Schulz, Town Manager