

**BUCKSPORT INFRASTRUCTURE & PROPERTY COMMITTEE MEETING
5:30 P.M., THURSDAY, OCTOBER 11, 2018
BUCKSPORT TOWN OFFICE**

- 1. Call meeting to order**
- 2. Roll Call**
- 3. Bid to purchase Map 4 Lot 2 – 50 Flanders Way**
- 4. Drainage Information – Woodland Heights, Main Street**
- 5. Safety Committee Recommendations**
- 6. Sign Update - CEO**
- 7. Adjournment**

Committee Members:
Robert Carmichael Jr.
Paul Rabs
Peter Stewart



Lessard, Susan <slessard@bucksportmaine.gov>

Property bid

1 message

Michelle Batchelder <mbatchelder_84@yahoo.com>

Fri, Sep 28, 2018 at 4:57 AM

Reply-To: "mbatchelder_84@yahoo.com" <mbatchelder_84@yahoo.com>

To: "slessard@bucksportmaine.gov" <slessard@bucksportmaine.gov>

Sue,

Good morning. After our discussion yesterday with myself and Shawn Allen we would like to place an offer on a foreclosed property that didn't receive any bids at the prior public auction.

Address: 50 Flanders Way

Account#: 1416

Map/Lot #: M 04 L 02

Bid Amount: \$5,000

Looking forward to working with you.

Michelle Batchelder

Shawn Allen

18 Wenbelle Dr. Apt 328

Bucksport, Maine 04416

(207) 416-2616

Sent from Yahoo Mail on Android

OLVER ASSOCIATES INC.

ENVIRONMENTAL ENGINEERS

August 13, 2018

Ms. Susan Lessard, Town Manager
Bucksport Town Office
P.O. Drawer X
Bucksport, Maine 04416

Re: Woodland Heights/Spruce Street
Drainage Review

Dear Susan:

As requested, we have completed a review of the drainage system which exists between Woodland Heights and Spruce Street in the Buck subdivision, and outlets to Central Street. The existing system is shown on the attached Figure 1. Surface runoff from the top of the hill near Race Course Road runs cross country and accumulates in a wet area east of Woodland Heights. The water crosses under Woodland Heights in an 18-inch corrugated metal pipe. It then flows cross country through a ditch located between house number 38 Woodland and the lot where house construction is currently underway on Woodland toward Spruce Street. At Spruce Street, there are two culverts crossing the road conveying water west toward Central Street. One is 15-inch diameter and the other is 18-inch diameter corrugated plastic pipe. The water then continues cross country in a ditch, then ends up crossing under Central Street to a large wetland area through a 30-inch corrugated metal pipe with a large flow capacity.

It has been reported that standing water in the wet area upstream of Woodland Heights and in the ditch between Woodland and Spruce Street are causing nuisance conditions. In larger rain events, stormwater has been observed to pond, and reportedly run over the road when culvert capacity is exceeded. It should be noted that these events occurred when winter conditions were present, which may be a contributing factor to this issue.

It is possible to more rapidly move stormwater generated in this area toward its outlet on Central Street. The existing culverts under Central Street have sufficient capacity to carry more water. By increasing the capacity of culverts under Spruce and Woodland Heights, the rate of flow down the ditch toward Central Street will be increased. The Buck subdivision was not designed to current standards, which would require that stormwater management features such as detention ponds be provided to dampen peak flow rates leaving the developed properties. By holding water during peak storm events, this ditch and the wetland areas are serving as detention mechanisms even though they were not designed to do so. By providing added capacity in the form of larger culverts placed at better elevations to move the water and ditch improvements, the flow rate to downstream areas will be increased.

OLVER ASSOCIATES INC.

Ms. Susan Lessard, Town Manager
August 13, 2018
Page 2

We have completed a HydroCad stormwater model of this watershed to determine existing flow rates and estimate the impact of increasing culvert size and re-sloping the ditch to eliminate standing water. The proposed modifications to the drainage system to move water faster could consist of the following:

- Lower the culvert crossing Woodland Heights to reduce the amount of standing water east of the road.
- Regrade the existing drainage ditch between Woodland Heights and Spruce Street to drain standing water. We would recommend use of stone check dams to slow velocity and it may be necessary to use rip rap around the inlet to the culverts under Spruce Street.
- Lower the 18-inch culvert under Spruce Street to the new ditch elevation. Replace the 15-inch with a second 18-inch pipe.
- Re-ditch outlet of the culverts and add rip rap to stabilize the area and slow velocity.

It should be noted that increasing this peak flow rate will require added stabilization of the ditch to Central Street. This ditch is about 900 feet long and runs through private properties. It is difficult to predict the exact impact adding more flows may have, but it is important to note that the increased flow could lead to erosion and property damage to others downstream which would need to be addressed.

A compromise approach would consist of leaving the Woodland Heights cross culvert as is and not addressing the occasional accumulation of water upstream. We observed the site on several occasions after heavy rain and minimal water was present. A review of historical aerial photographs over the last 25 years do not indicate that the wetland area has increased significantly in size.

The ditch between Woodland and Spruce could be addressed to move water by changing the slope so water would not stand there. There appears to be a high area in the ditch near 38 Woodland that is holding water which could be drained by ditch improvements. Once this is done, the culverts under Spruce might still need to be reset to relieve the ditch, but not changed in size. This may still achieve the desired reduction of standing water in the ditch while reducing the risk of erosion to the downstream properties.

OLVER ASSOCIATES INC.

Ms. Susan Lessard, Town Manager
August 13, 2018
Page 3

It should be noted that the design standards for a drainage system do not reflect the impacts of winter conditions or very high rates of rainfall. Even if the subdivision was being designed today, there would be situations where water backups would be expected to occur. If ice or snow banks are present, or if a high intensity rainfall occurs such as a thunder shower or prolonged tropical storm (and we have had numerous occurrences of these over the last few years) drainage systems will backup, then slowly discharge. This does not mean they are not operating properly. The existing conditions as reported seem to indicate that in general, this drainage system in its current configuration is performing adequately.

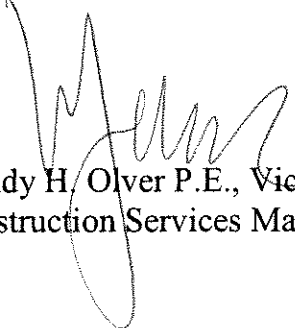
In summary, our recommendation would be to complete the ditch improvement at this time, and see if this improves the situation by removing standing water. The next incremental step would be to modify the storm drains crossing Spruce Street increase the flow capacity, however it might be necessary to secure easements to access the areas on either side of the road involved in the construction of the drainage. There may also be downstream impacts from this change.

We do not recommend changing the culvert crossing Woodland Heights at this time. Retention of the water in this area does not appear to be damaging property and serves an important function in dampening flow rate peaks and water quality as stormwater filters through the wooded area.

We would be happy to meet with you to discuss the options further.

Very truly yours,

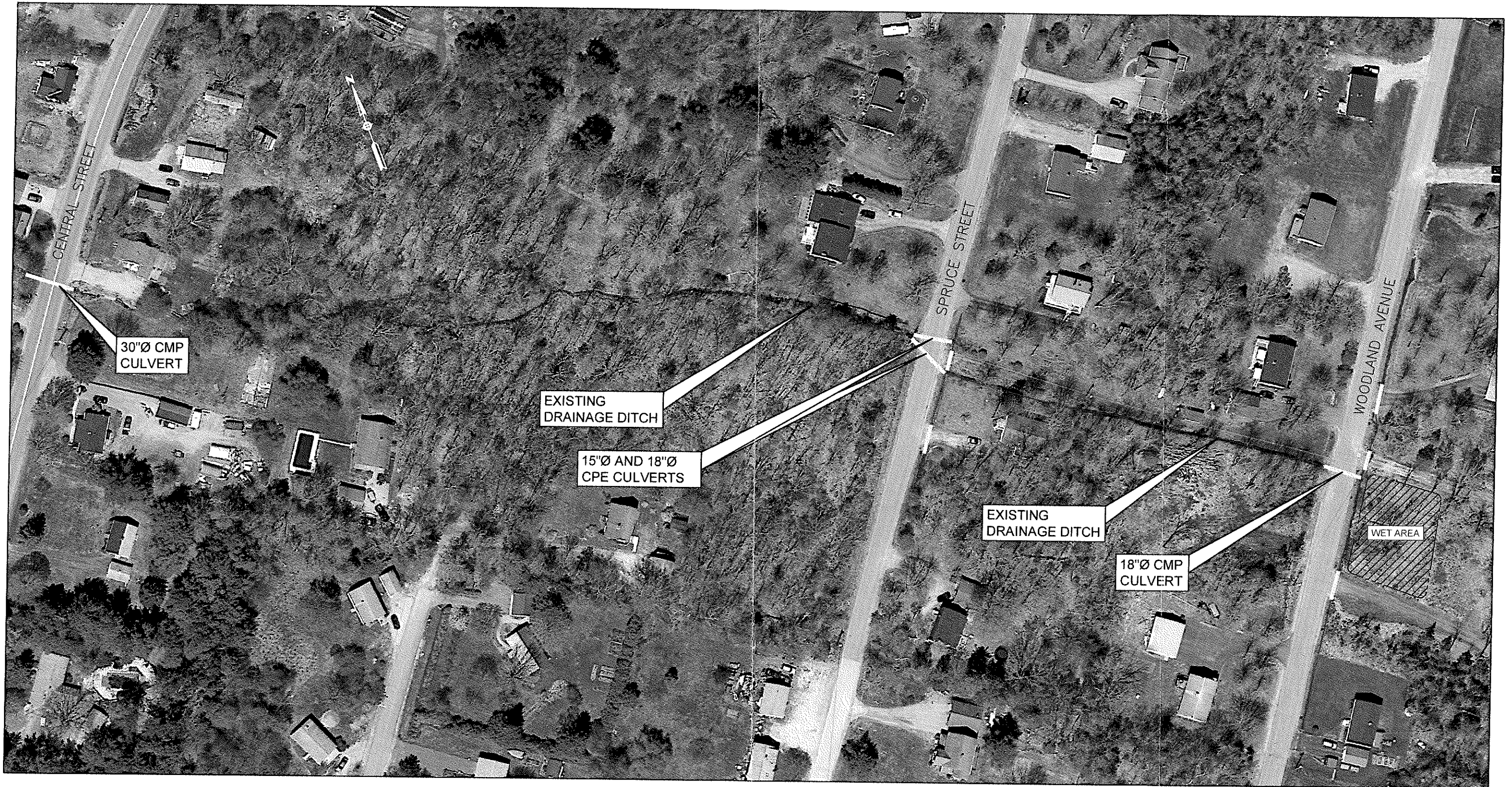
OLVER ASSOCIATES INC.


Mandy H. Olver P.E., Vice-President
Construction Services Manager



MHO/ml
1128/090

CC: Mr. Jay Lanpher, Public Works Director



LEGEND

CPE CORRUGATED POLYETHYLENE PIPE
 CMP CORRUGATED METAL PIPE

SOURCES

GOOGLE EARTH 2018

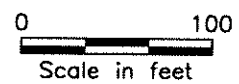
**WOODLAND HEIGHTS/SPRUCE/CENTRAL DRAINAGE
 TOWN OF BUCKSPORT, MAINE**

LOCATION MAP

FIGURE 1

OLVER ASSOCIATES INC.

ENVIRONMENTAL ENGINEERS
 290 MAIN STREET WINTERPORT, MAINE



OLVER ASSOCIATES INC.

ENVIRONMENTAL ENGINEERS

August 13, 2018

Ms. Susan Lessard, Town Manager
Bucksport Town Office
P.O. Drawer X
Bucksport, Maine 04416

RE: Central Street Parking Lot
Expansion Concept Plan

Dear Susan:

As requested, we have reviewed the proposed expansion of the existing municipal parking lot on Central Street. The Town is considering adding about 23 parking spaces on an approximately 11,000 SF lot behind the Bookstacks and former florist buildings on Main Street. The expansion would connect and have access and egress from the existing Central Street parking lot.

A conceptual plan of the lot is attached. A major consideration in development of this site is to control surface runoff from the area to minimize impacts to existing buildings on Main Street. Presently, runoff from this area flows, based on the current site topography southwesterly across the open lot area toward the backs of the buildings on Main Street (Brown, Bookstacks, Sheehan's, and Austin on the plan).

The property lines depicted on the concept plan are based on tax maps, and generally indicate that the entire area owned by the Town would be taken up by the proposed parking lot. A curb could be installed along the lower edge of the lot, and one or two catch basins included to collect and divert runoff away from the Main Street properties. There is existing driveway and parking area behind these buildings which will still generate runoff, however these areas are on private property not under the Town's control.

Because we are reviewing this at a conceptual level at this time, we are not certain until a topographic survey is performed which route will be preferable for the drainage outlet. If elevations allow, the drainage system could outlet across Town property to Central Street. There is existing drainage in the municipal lot and on Central Street. The other option would be to try and get an easement to carry the stormwater to Main Street near the Pharmacy. That route is shown as a dashed line on the concept plan

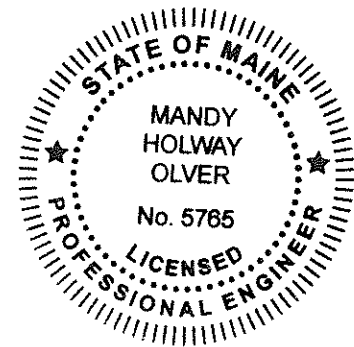
OLVER ASSOCIATES INC.

Ms. Susan Lessard, Town Manager
August 13, 2018
Page 2

The costs for either option are approximately the same at the planning level. Our preliminary cost estimate to construct the parking lot is as follows:

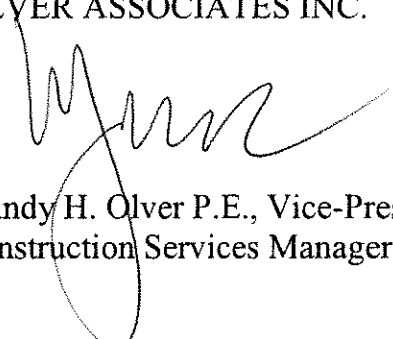
QUANTITY	UNIT	DESCRIPTION	UNIT PRICE	ESTIMATE
1	LS	Clearing/mobilization	\$ 5,000.00	\$ 5,000.00
400	CY	Excavation/com borrow/grading	\$ 10.00	\$ 4,000.00
160	LF	12" Drainage Pipe (HDPE)	\$ 45.00	\$ 7,200.00
3	EA	Catch basins/drain manholes	\$ 4,000.00	\$ 12,000.00
280	TONS	Parking pavement	\$ 120.00	\$ 33,600.00
625	CY	Parking gravel	\$ 30.00	\$ 18,750.00
400	LF	Concrete curb	\$ 12.00	\$ 4,800.00
1	LS	Loaming/seed/riprap/site work	\$ 3,000.00	\$ 3,000.00
1	LS	Striping	\$ 2,000.00	\$ 2,000.00
Subtotal				\$ 90,350.00
Design/Bidding				\$ 3,500.00
Inspection By Town				\$ -
Contingency				\$ 7,000.00
TOTAL				\$ 100,850.00

If you have any questions or need additional information at this time, please let us know.



Very truly yours,

OLVER ASSOCIATES INC.


Mandy H. Olver P.E., Vice-President
Construction Services Manager

MHO/ml
1128/090

CC: Mr. Jay Lanpher, Public Works Director



N/F
BUCKSPORT BIBLE
CHURCH

N/F
BUCKSPORT BIBLE
CHURCH

N/F
BUCKSPORT BIBLE
CHURCH

N/F
TOWN OF
BUCKSPORT

N/F
TOWN OF
BUCKSPORT

N/F
VALLEY

N/F
BROWN

N/F
BOOKSTACKS, INC.

N/F
SHEEHAN'S
FLORIST LLC

N/F
AUSTIN

N/F
MACLEOD

CENTRAL STREET

MAIN STREET (ROUTE 15)

LEGEND

23 PARKING SPACES
11,000 SF

— D — DRAINAGE PIPE

● DRAIN MANHOLE

■ CATCH BASIN

- - - ALTERNATE DRAINAGE ROUTE

SOURCES

Maine Office of GIS Orthoimagery



TOWN OF BUCKSPORT, MAINE

PROPOSED CENTRAL STREET
PARKING LOT EXPANSION
CONCEPT PLAN

OLVER ASSOCIATES INC.
ENVIRONMENTAL ENGINEERS
290 MAIN STREET WINTERPORT, MAINE

TO: Susan Lessard

FR: Richard Rotella

DA: May 23, 2018

RE: Safety Committee Recommendations

The Bucksport Safety Committee was formed to ensure that the Public Facilities and the procedures for the facilities in the Town of Bucksport are safe, compliant and in good working shape. The group which is chaired by Sean Geagan also consists of Craig Bowden, Jeff Hammond, Dave Michaud, Jay Lanpher, Jamie Bowden, Chris Grindle and Rich Rotella. The Safety Committee held its first meeting on January 30, 2018, and has held meetings in February, March and April as it pertains to recommendations for the Bucksport Town Office. After four meetings, the board has agreed upon 7 recommendations that it would like to present to you and to the Bucksport Town Council for review:

1st Recommendation (to Sue): Close all doors that we have: Assessor (unlocked), Counter (unlocked), Town Manager (unlocked), Top of Stairs (unlocked), and Conference Room Foyer Door (locked). Signs should be placed on the door at the top of the stairs and the elevator "No Unauthorized Personnel" "See Counter Staff". Place a sign at the first door when you enter the building that states check in with counter staff first. **Craig made a motion, Jay second. Vote 7-1. Sean opposed.** Sean wanted it noted that he is in favor of the new wall and door.

2nd Recommendation (to Town Council): Add a new wall and door with a key fob and security system. Fobs will be on 3 doors the New Door, Assessor's Door and Counter Door. **Craig made a motion, Sean second. Vote 8-0.** Sean wanted it noted that the MMA rep highly recommended this option.

3rd Recommendation (to Sue): Front entrance doors locked during nightly meetings and the upstairs is not accessible. Front doors only unlocked during normal business hours. **Chris made a motion, Sean second. Vote 7-1. Jeff opposed.** Jeff said it would be an inconvenience especially to those who have never been to this building and are unaware of the parking for the lower level.

4th Recommendation (to Council): Add a gate, structure, or glass with a pass through above the counter to be used after the office is closed and to be used as a safety measure during business hours. **Sean made a motion, Chris second. Vote 8-0.**

5th Recommendation (to Sue): Addition of a 2nd door to the back of Sue's Office. **Craig made a motion, Sean second. Vote 7-1. Jeff opposed.** Jeff said it is not practical because of existing furniture/cabinets, privacy issues and there not being a path wide enough to pass through and support the need for the door.

6th Recommendation (to Sue): Recommendation to change Economic Development Office into storage closet (as initially designed) and move Economic Development Office back to its previous location. **Jamie made a motion, Craig second. Vote 8-0.**

7th Recommendation (to Sue): Panic button training, PA phone training, Run-Hide-Fight training, Full building safety training and annual safety training for all town office employees. Quarterly check on panic button alarms. **Jay made a motion, Sean second. Vote 7-0.**

The safety committee will be shifting its focus during the month of May to the Public Safety Building, Town Dock, Marina, Jewett School Fitness Center, Town Pool, Ice Rink, Town Garage, Transfer Station, CSO Building and Wastewater Treatment Plant.