Select Board Members
_X__ Liz Scharf, Chair
X_ Zara Vincent, Vice Chair
_ Stacey Skadberg
_ Larry Rooney
_x__ Paul Cerminara

Town of Middlesex Select Board

8:30 a.m.
Tuesday, October 14, 2025

Location: Various box culverts in Middlesex

Meeting Minutes

8:30 a.m. Chair Scharf called the meeting to order at the Notch Road box culvert. In attendance were: Jaron Borg and Rachel Czar, Dept of Environmental Conservation (DEC) Rivers Program for Agency of Natural Resources (ANR); Ryan McCall, DEC Environmental Enforcement; Michelle Redmond and Greg Smith Agency of Transportation (AOT), District 6; Eric Metivier, Road Foreman, Shelley and Wayne Desjardin, citizens, Zara, Paul and Liz Board Members. Later joined by John Dillon, Chris and Ursula Stanley concerned citizens at South BS Road culvert.

Liz invited Jaron to begin the discussion of deficiencies identified by ANR upon inspection of the Notch Road culvert, located at the end of Notch Road, just past Mead Road.
Below the term Jurisdictional means within ANRs requirements and within their scope of authority to require changes/modifications in order for the town to be compliant.

Notch Road Box Culvert:

Jaron noted the positive that the box culvert was the correct size and the correct slope and had the required permit to proceed, Permit issued 7/18/2025.
Problems with the Notch Road box culvert were identified as follows by ANR:

1. Jurisdictional: No pre-construction meeting was done with Dirt Tech and ANR and the Town as required by the permit. This could have avoided the problems as ANR would have reminded DT what size stone, wing wall information, placement of culvert etc.
2. Jurisdictional: No Water Management Plan (WMP) was presented to ANR as required by the permit. A WMP is a plan created by the contractor to show how they are going to divert water while the work is being done so that contractor equipment and people aren't in the stream water while they work. It shows where the discharge point is, and a pump is used during construction to move water. However, a water management plan was used by DT as evidenced by Paul C). Eric to check with DT about a written WMP.
3. Jurisdictional: Stone used by Dirt Tech inside the box culvert is incorrect size per the permit. Size E2 should have been used. Not Type 2. Because of this, there are too many voids and the water is flowing beneath the stones, not above the stones as it should be. This interferes with AOP (Aquatic Organism Passage) with the aquatic animals/bugs/fish movement and does not allow for passage for aquatic organisms. Additionally, the fill is obscuring the outlet of the culvert and that needs to be addressed for hydraulic capacity and roadway preservation. Jaron expressed concern that even replacing it isn't going to fix the water flowing under. And something isn't working correctly right now—maybe because of something related to cutoff walls?
4. Jurisdictional: ANR unsure if there are cutoff walls made out of concrete as specified in the permit. Eric confirmed he saw them put in cutoff walls. Eric will ask Dirt Tech for photos if they have them. (update after meeting-no photos from DT per Eric).

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5. Jurisdictional: Public Safety concern--Stone used outside of culvert for bank stabilization also incorrect size-should have been bigger-there's evidence that it is already crumbling off into the ditch, which means the road is not supported and if a car were to pull over on the side, it could sink down on the side because the stone isn't stabilizing the road. This will need to be fixed by replacing with Type 2 rock and honoring the width and capacity of the culvert. Also, removing aggregate stone and create a wing wall. Overall, stone is too small, it is falling into the water and creating restriction for water flow. Best solution would be to remove the stone and create a wingwall with blocks.
6. Jurisdictional: As you head up Notch road after the box culvert, on the right just after the speed limit sign, the ditching stone needs to be replaced with Type 2 stone. (large, like Rip Rap stone).
7. Non-Jurisdictional: Concerns about the roadway alignment as cars travel from the corner by Mead road and head up Notch-cars have to navigate a narrow road. Safety concerns include no guardrail, cars driving off in the night over the edge. Wayne Desjardin noted that he thinks the wingwall should be extended and he was concerned cars might drive off and requested that the town put in guard rails or some barrier. Eric confirmed he would put up a concrete block on the edges for the time being.

South Bear Swamp Road Box Culvert:

Jaron and Rachel noted the positive that the Box culvert is the correct size and that the town got the required permit 7/18/2025. However, like Notch Road, No Pre-construction meeting with ANR and No WMP was submitted to ANR.

1. Jurisdictional: ditching stone in Culvert structure needs to be E2, not Type 2. Same problem as Notch Road with AOP a problem with current stone. The water is currently flowing under the existing stone and it should be flowing over it.
2. Jurisdictional: Work permitted was limited to the town Right of Way. The streambed stabilization was not permitted and continued into the wetlands without consulting State of VT wetlands department. Town should reach out to Shannon Morrisey of Wetlands for this area that was worked on and should not have been. Town will need to work to restore the wetland and work with a specialized consultant to restore the wetland and stream.
3. Jurisdictional: Angle of the culvert doesn't follow the streambed. Culvert wasn't place where it should have been and it might need corrective action. The culvert's hydraulic capacity may be at risk and can have an impact to downstream property.
4. Non-Jurisdictional: Both ANR and DOT state that the embankment slow is very steep and the stone used needs to be replaced with slope stone. They also don't understand the ditch that was created on the right as you head up S. Bear Swamp Rd.

Other notes: During the construction, Mr. Stanley noticed that there was no water flow through the box and alerted Dirt Tech as it was being installed. They also expressed serious concern that they were not notified that the work would be done outside of the right of way and on their property (the wetland area with the streambed stabilization that continues into the wetland as described above).

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Center Road Box Culvert located just after Zdon Road (Center Road Site 1)
Jaron and Rachel noted the positive that the culvert is the appropriate size and it received a permit on 7/18/2025. Additionally, the elevation on the outlet looks good. As with all the culverts, no WCP was given to ANR and a Pre Construction meeting was held with ANR.

1. Jurisdictional: Material used in culvert is inappropriately sized, ANR not sure about the existence of a cutoff wall, embankment material is spilling over the culvert, work extends beyond the right of way and doesn't flow naturally/or transition well.
2. While not a "finding", there is no wingwall, but there is concern about more appropriately size and placed stones in lieu of a wingwall. Also, there's concern that the length of the culvert could have been longer and there are voids next to the box culvert.

ANR stated that the town needed to restabilize banks with appropriate sized and placed rock, use waste blocks for a headwall, remove stone at the outlet, fill void in stone in the channel with E2, and at the inlet replace the stone on the bank.

Center Road Box Culvert located by Molly Supple (Center Road Site 2)
Jaron and Rachel noted that the sizing for the culvert was fund and that it was permitted on 8/4/25. Because AOP isn't necessary here, the stone in the box culvert is inconsequential. However, no Pre-Construction notice to ANR and no Water control plan to ANR.

1. Jurisdictional: on the inlet side, which is next to a wetland, incorrect stone used. In order to avoid wetland fees, when you transition from a wetland to an inlet there needs to be more gradation and it may require a wetlands permit. Town should work with Shannon Morrisey of the VT wetlands program for this area, as well.
2. (Non?) Jurisdictional: Slope is too steep on both inlet and outlet which can lead to road erosion and pose a safety hazard. May need guard rail and new material.
3. Jurisdictional: The outlet needs to be stabilized with fill. It doesn't look like the design plans for the culvert and the inlet is set deeper than designed. Water is flowing outside the culvert. The outlet is exposed and leads to scour erosion and there's a potential for undersized material to be blown out. The culvert needs to be reset at it is separating—it could have been set improperly (it comes in two pieces).

Liz Scharf left the meeting at 10:50 and Zara and Eric and Paul from the town continued on to two more culverts which had fewer issues/findings

East Hill Road Box Culvert
Jaron and Rachel noted the positive that the culvert was the appropriate size and wide enough. Findings: Outlet used ditching stone for bank stabilization and to armor the streambed. Should have used a different stone. Permit still needs to be applied for and there are few modifications required.

Portal Road Box Culvert
Jaron and Rachel noted that there was a "dip" at the outlet; more fill was place and now the reverse is happening and there's a "hump". Needs a permit application but ANR will not approve until we wait for the spring to see what happens with the dip/hump and see at that time if corrective action is needed. Jaron noted that the inlet looks very good.

Meeting Adjourned at 11:30.

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Respectfully Submitted by Liz Scharf, Chair

Approved by:

_____Liz Scharf, Chair

_____Zara Vincent, Vice Chair

_____N/A_____Stacey Skadberg

_____N/A_____Larry Rooney

_____Paul Cerminara

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