Joint Meeting of the Infrastructure Committee and
Tree Advisory Board
Meeting Minutes

9 July 2024

In Attendance: Brandon Davis, Charlie Mumaw, David Earl, William Craine, Brian Bovino, (Participating audience member, Sarah Titus)
Absent: Bob Custard

Prior Meeting Minutes: Unanimously Approved

Scoping of pedestrian improvements on N Berlin and Commercial entrance at Diner, Loudoun CIP Funding request, and/or SMART Scale Re-Scope:

- The Town has proposed placing additional sidewalking on N Berlin on the side of the street with the Lovettsville Diner in light of the near-fatal strike of a pedestrian
- The Town sought input regarding whether an island to choke the entrance and exit to the lot in question would best serve the need to slow traffic down
    - All existing right of ways would be used and no additional acquisition of land would be necessary
    - Costs are currently unknown and the scoping is hypothetical at this point, the Town could go back to check on costs by using TMG to design the project
    - Noted that there is a roughshod pricing that can be deduced based on the cost of the N Berlin Turnpike "shared use path" across the street totaling nearly $4 million and this would be an almost mirror image of that but not as long
- Not enough information gathered to make a recommendation to the Town on how to proceed, genuine debate about the cost effectiveness of an island to limit or slow entry versus sidewalking the fully proposed route

EV Charging station (grant) idea at Town Hall and Community Center (potentially):

- Town of Lovettsville is entertaining pursuing an 80/20 Metro Government Grant for electric charging stations.
- For every EV Charging space, 4 parking spaces would be utilized to facilitate with 2 required
- Stations would be privately owned and operated on public property, Committee noted that that creates enforcement issues wherein the Town cannot police the charging stations owned by private individuals who cannot privately enforce rights and would need police involved if there were issues.
- Based on the anticipated $60,000.00 associated with the project, the Committee believes that is unlikely that the charging stations would be quick charge stations and be more similar to the charging stations outside the Co-Op
    - Committee noted that those charging stations are not well leveraged due to slow charging times
- Committee did not garner a majority in favor of proceeding – 2 in favor; 2 against

East Broad Way sewer lateral inspections in preparation of water main installation for the Phase 2 project:

- The Town presented the intent to move towards camera-ing watermains on Broad and Pennsylvania in light of the lateral issue on E Pennsylvania
- For subsequent projects, this additional review will need to be built into the project cost
    - Is meant to help provide homeowners a chance to opt in to a fix prior to the projects beginning versus finding issues as they arise and having to fix things on the fly
- Committee was concerned about the liabilities associated with the Town stating that there were no issues that cameras may miss but may result in latent defects and problems
- The Committee had no issue with the idea of the Town engaging in due diligence to identify obvious problems but certain issues and defects may not be discovered
    - Roll-out would need to be deliberate with advance notice to homeowners; and
    - Town should disclaim any authoritative statements to homeowners that there is no issue; and
    - Proposed that homeowner consent be affirmative and in advance because inspection of some issues may require intrusion upon personal property

Design Services Contract RFP Update. Short list to be approved July 22,2024:

- Kiemlie Horn, CHA, and J2 responded to the invitation for bid, required as a federal contract. Term is for 1 year and 3 option years
- Timmons did not re-bid due to lack of utilization by the Town

South Loudoun Street well abandonment. Proposal Pending:

- Well discovered is a 3 foot by 35 deep well dating back to the late 1800's. Last documented in records from 1951
- Dominion's pole moving project is not impacted by the project
- Priority plumbing is intending to fill the well with concrete, approved by relevant environmental authorities
- Estimated cost of $8,000.00-$10,000 dollars

Park Place well fencing and landscaping update:

- Trees are down and the fence is halfway down, should be replaced within two weeks
- Pile of millings will be used to make a pad and lot to the gate should have an apron for well access
    - There will be erosion of the asphalt if only milling is used.
    - The watermain is to be replaced and will be paved over later
- Tree screen has been updated for a washout (sewer) and green arbor vitae are up which will not impact the sewer lateral
    - Trees are planted staggered and the roots only grow up to about 8 inches deep
    - Arbor vitae are the same species as the previously used trees which did not impact the lateral

Purchase of F250 per TLOV-2022-02:

- $110,000.00 was earmarked for vehicle replacements, the F-250 will use around $64,000.00.

- The Town is considering a dump trailer rather than a dump track which comes with ramps and a tarp cover
    - Would utilize a 14,000 pound payload, the truck pulls 10,000 pounds
        - The committee discussed the driver license classification needed for the trailer and alternatives to modify and get other qualifications for the trailer and rating to ensure usability
            - GVWR requires a form, a police mounting of a manufacturer provided plate, and a municipality exemption (potentially), provided the Town avoids fully burdening the trailer, all things should be OK

Council chambers outside improvements update:

- Committee was thrilled to finally be done discussing planters
- 4-0 vote in favor of purchasing the planters from Willows Vintage Charm – money stays in the Town of Lovettsville and the Town moves forward with its project in front of chambers.

General updates:

- Drought conditions had created a draw on the town wells towards levels of concern and water conservation measures were contemplated by the Town in light of schools starting up soon.

Tree Board Update:

- The Tree Board presented before and after photos of the tree cleanup efforts taking place in the Town
    - Pruning the Zelkova trees created 4 dump loads worth of trimmings and work
    - Ratio of trimming is to observe a 2:1 ratio when selecting which limbs to trim based on distance from the trunk of the most robust limbs
    - 14 of the oaks near the Pavilion have had work but no others
    - Josh should be able to do the touch up on the trees being serviced
- Tree Maintenance Program Development
    - Focus was on the Town Green and Town Circle, no touching of the HOA Trees
    - An arborist will need to be consulted to design things out