

Town of Melbourne Beach

SPECIAL TOWN COMMISSION MEETING March 19, 2025 at 4:30 p.m. COMMUNITY CENTER – 509 OCEAN AVENUE

MINUTES

Commission Members:

Mayor Alison Dennington
Vice Mayor Dawn Barlow
Commissioner Robert Baldwin
Commissioner Anna Butler
Commissioner Tim Reed

Staff Members:

Town Manager Elizabeth Mascaro
Town Attorney Ryan Knight
Town Clerk Amber Brown

1. Call to Order

Mayor Alison Dennington called the meeting to order at 4:30 p.m.

2. Roll Call

Town Clerk Amber Brown conducted roll call

Commission Members Present

Mayor Alison Dennington
Vice Mayor Dawn Barlow
Commissioner Robert Baldwin
Commissioner Anna Butler
Commissioner Tim Reed

Staff Members Present

Town Manager Elizabeth Mascaro
Town Attorney Ryan Knight
Building Official Robert Bitgood
Town Clerk Amber Brown

Commission Members Absent

3. Pledge of Allegiance and Moment of Silence

Mayor Alison Dennington led the Pledge of Allegiance.

4. Public Comments

After being acknowledged by the Vice Mayor, members of the public should state their name and address for the record. The Commission encourages citizens to prepare their comments in advance. Each individual will have three (3) minutes to address the Commission on any topic(s) related to Town business, not on the Agenda.

5. New Business

A. Discussion on doing basin 1 stormwater project in 2 phases – 1:35

Commissioner Tim Reed said his primary concerns with the swale aspect are that it would lead to large amounts of standing water and the magnitude of the amount of swale work that is being done. He spoke about a conversation he had with Scott Glaubitz from BSE Consultants about the possibility of doing the work in 2 phases. Phase 1 being to do the infrastructure work, making sure the pipe is clear out to the river, replacing the lines on 3 specific streets, and street resurfacing work. After completing the phase 1 work, go through storm season, see how well that works with those repairs and make a decision based on that whether or not to do the swale work.

Mayor Alison Dennington asked if there were any maps the Commission could look at.

Town Manager Elizabeth Mascaro said she would run and grab the maps.

Scott Glaubitz from BSE Consultants spoke about it being possible to do the work in 2 phases, but he would prefer to do all of the work at the same time because the swales catch some of the water before it goes into the storm sewer system, provides water quality treatment for the Indian River Lagoon and builds capacity in the storm sewers. Said in regards to the swale work fairness issue, they were trying to preserve as much native vegetation as they could.

Mayor Alison Dennington asked about the difference in cost if the work was done together or separate.

Ana Saunders from BSE Consultants said she could point out the line items for the swales.

Commissioner Robert Baldwin asked if they could speak about swales in general and their purpose. Pointed out an issue with swales and flooding.

Scott Glaubitz said the streets that used to flood, the water now goes into the swales which some people think is flooding in their front yard. Mentioned that the soil was replaced with Type A sand which is permeable.

Ana Saunders added that the ground not being permeable could be because of the soil consistency or over time that things build up from peoples yards like grass, mulch, etc.

Commissioner Robert Bitgood asked if that would mean they are signing up for periodic soil replacement projects.

Scott Glaubitz said it would not be soil replacement, most Public Works in small communities can handle it with their machinery and upkeep.

Ana Saunders spoke about how there are pluses and minuses of the swale systems. Also said she could not point out line items because it is a bid book, so costs are not listed.

Mayor Alison Dennington said if all of the work is done at the same time, it would be hard to get data on how necessary the swales are because all the other work being done would make improvements that might have caused the swales not to be needed.

Ana Saunders spoke about getting credit with DEP by adding in some of the swale work to phase 1.

Scott Glaubitz spoke about how the construction plans identify the swales and the size of the swales. The maximum swale is 8 feet wide and 1 foot deep.

Ana Saunders said you want them to be wide so they are shallow and maintainable.

Mayor Alison Dennington read some of page B4, and mentioned this is the only place that specifies anything about the swales but does not say where they will go.

Ana Saunders said there are numbers that correlate to a location on the construction plan.

Commissioner Tim Reed said swales are used to collect and divert water. In this plan implementation, there is no diversion occurring, just collecting. Said we are putting in a large number of retention ponds. Also spoke about having a discussion about the inspection of the outfall pipe. - 21:45

Scott Glaubitz said that work needs to be checked with a camera and in order to do that you have to plug the pipe and pump it out and he has had trouble finding someone that would do that work. Also spoke about how they cannot change the outfall size because Melbourne Beach was grandfathered in with the size it had.

Commissioner Tim Reed said he just wants to know the integrity is there, because all of the piping is the same age and some stuff has failed.

Ana Saunders suggested adding the camera work as a line item on the bid.

Mayor Alison Dennington said she would want that information before committing to anything and asked what would be the worst case scenario.

Ana Saunders said worst case scenario would be replacing the entire section of pipe, could put an alternate in the bid form that says we want to see this camera, give us a price for the entire replacement, so we know how bad it could be.

Vice Mayor Dawn Barlow asked for clarification about a credit that was mentioned.

Ana Saunders said DEP has a program to improve the water quality that they gave the Town credits for and the swales would be another improvement that would get a credit.

Scott Glaubitz and Ana Saunders spoke about the negatives of baffle boxes.

Vice Mayor Dawn Barlow asked if the credits equate to a dollar figure.

Town Manager Elizabeth Mascaro said it does not but that the Town is required to do it. The Town has accepted funds with the agreement that they would maintain the system.

Commissioner Tim Reed asked if it was a fact that swales equal more credit points.

Ana Saunders said swales are a best management practice and it is based on the volume or surface area of the swale.

Mayor Alison Dennington spoke about how separating the swale project would be good because they could see if the phase 1 work was sufficient enough and if not, if the swale work was a standalone project, they could try to get grant money for it.

Commissioner Robert Baldwin clarified there is a penalty to do too much too fast, and said to save the swales for later. - 42:25

Town Manager Elizabeth Mascaro said the contacts at DEP are aware of the size of the Town and work the Town has done.

Vice Mayor Dawn Barlow said the discussion would be how do you structure the bid. Said it might be advantageous to break it into the two phases as suggested.

Ana Saunders spoke about what would go into the bid.

Scott Glaubitz said he would like to continue to try badgering a company to come out for the camera work prior to the bid. Said it would cost close to \$20,000. Said sleeving large pipes is possible but the integrity of the pipe has to be enough that the sleeve can go through without ripping it. A sleeved pipe will last 20-40 years.

Ana Saunders said the suggestion would be to modify the bid form to include the camera work of the 36 inch pipe in the base bid. And provide alternates which include a full replacement, an open cut access on Riverside, replacing a section of pipe not under the road, and a sleeve.

Commissioner Tim Reed said there should be high confidence that anything not being worked on is intact. If the project is being done, everything that needs to be addressed should be done at that time.

Mayor Alison Dennington spoke about some changes she would like to have made in the bid book, specifically about making sure the Town is CC'd on emails for their records.

Commissioner Tim Reed made a motion that we do it in 2 phases, phase 1 would have doing the cameraing of the sections of pipe not being replaced primarily north south on South Palm and the run from Riverside to the outfall in the river, so phase 1 is that being done first and then alternatives from that result and then includes the other infrastructure work that's already in the plan which is the pipe replacements and the road resurfacing. Phase 2 would be the swale work that is in the plan and that may be modified based on the result of phase 1 performance.

Ana Saunders clarified that they could leave the swale work in the bid as a separate item so they could have an idea for that cost as well or they could take it out of the bid.

Commissioner Anna Butler asked if they got bad news on phase 1, would the quotes from the bid of phase 2 (swales) be affected by the news from phase 1. - 1:05:15

Anna Saunders said a bid is usually good for 90 days. There would not be additional swales.

Commissioner Robert Baldwin confirmed phase 2 would have to be a separate bid and sees no harm in getting that bid.

Vice Mayor Dawn Barlow thinks it's advantageous for us to have various categories identified and priced out and can make decisions once they have costs.

Ana Saunders said they are going to modify the bid document in totality, the bid document contract is going to become a city contract, and they are going to modify the bid forms and construction plans that the Town will utilize in the city contract. The construction plans will be modified to identify any swale improvements to be in a future phase 2 to be determined. The bid form is going to be modified and separated into phase 1 and phase 2 conditions. Phase 1 is going to include the TV cameraing of the 36 inch outfall and the storm pipe along Palm. We are then going to include 4 alternates within the phase 1 bid pricing which include full pipe replacement of that 36 inch line, replacing and open cutting a section of that line as it crosses Riverside, replacing a section of pipe in the green space and sleeving that whole pipe. Phase 2 to be worked on in the future will consist of the swale related work. We will ask them to provide pricing knowing that phase 1 will be started within 90 days and phase 2 will be determined based on scope of budget.

Commissioner Tim Reed amended his motion to say what Ana Saunders said; Commissioner Robert Baldwin seconded; Motion carried 5-0.

Ana Saunders said they would be able to summarize the reports. Said she will get back an update in roughly 10 days.


6. Adjournment

Vice Mayor Dawn Barlow moved to adjourn; Commissioner Anna Butler seconded; Motion carried 5-0.

Meeting adjourned at 5:44 pm.


Alison Dennington
Mayor

ATTEST:


Rachel Pembroke (Apr 1, 2025 16:17 EDT)
Rachel Pembroke
Transcriptionist

