

APPROVED MINUTES

BOARD OF SELECMEN MEETING

MINUTES

April 7, 2008

1. Call Meeting to Order

Chairman Joe Pace convened the Board at 6:15 PM for a non-public session for the hiring of a public employee and an interview for the Water and Sewer Advisory Board. The meeting reconvened at 7:08 in the Nowak Room of the Town Office. Chairman Pace introduced other members of the Board: Mr. Bob Eastman, Mr. William Campbell, Ms. Julie Gilman, and Mr. Matt Quandt and Town Manager Russ Dean.

2. Public Comment – None.

3. Minutes

Mr. Campbell moved to approve the minutes of March 31st as presented. Mr. Quandt seconded. VOTE: Unanimous.

4. Appointments

- a. CATV Advisory Committee : Jim Fellows, term to expire 4/30/09
- b. Conservation Commission: Carlos Guindon, term to expire 4/30/09

Ms. Gilman moved to approve the appointments, Mr. Eastman seconded. VOTE: Unanimous

5. Discussion / Action Items

a. Bid Opening: Engine 4 Refurbishment
V-Tech of Williamstown, VT – Total Price: \$117,743.00

b. Bid Award: Langdon Avenue Sewer Pump Station
Out of 6 competitively priced bids, Apex Construction of Rochester, NH has been awarded this bid with a low bid of \$323,000.00. Mr. Dean stated that Apex Construction is pre-qualified and has met all specifications.

Mr. Campbell moved to approve the bid award to Apex Construction with a total bid of \$323,000.00 for the Langdon Avenue Pump Station project as presented, Mr. Quandt seconded. Vote: Unanimous.

c. Town Building Committee Report
Rob Corson from the Town Building Committee gave a presentation on the suggested interim Town Office Changes based on new personnel and space needs. He updated the Board on the survey results from residents regarding long term priorities for the Town Offices. Mr. Corson presented 7 different floor plan options (attached). The Board was most impressed with Option 7. It had the most pros and the least cons in functionality. No plan has

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been finalized at this point. Mr. Pace thanked Mr. Corson and the Building Committee for all of their hard work.

d. Request to Extend Paving Bid

Bell and Flynn Inc. has offered to extend the Town's paving bid for bituminous concrete laid in place for 2008 at \$58.30 per ton, an increase of \$3.40 per ton over the FY07 bid price. Mr. Dean and the DPW recommend extending the bid, based on current market conditions and prices proposed to surrounding communities.

Mr. Eastman moved to approve the 12 month extension of the Town's paving bid to Bell and Flynn, Inc., in the amount of \$58.30 per ton laid in place, seconded by Mr. Campbell. Vote: Unanimous.

e. Accept Unanticipated Revenue

Mr. Dean stated that there was unanticipated revenue of \$540.00 from the McCain campaign which was used to pay overtime associated with the Senator's visit of March 12th.

Mr. Eastman moved to approve the \$540.00 in unanticipated revenue, Mr. Quandt seconded. VOTE: Unanimous.

6. Public Hearings – None.

7. Permits & Approvals –

a. Abatements and Exemptions

Ms. Gilman moved to approve abatements and exemptions as presented, seconded by Mr. Quandt. VOTE: Unanimous

b. Permits

Mr. Campbell moved to approve the permit as presented, Mr. Quandt seconded. Vote: Unanimous.

8. Reports

a. Town Manager's Report

Mr. Dean reported that bulky pick up week is April 7th through April 11th and a reminder to get a sticker between 8:00 am and 4:30 pm at the Town Office. Also a reminder to residents that there is a drop off spot at the transfer station for DVDs, books and videos which will be donated to those in need. Vision Appraisal is going to begin its process of interior and exterior inspections and measurements for data collection April 21st. The HR Director recruitment is ongoing and applications have not yet been reviewed. There has been about 90 resumes submitted. The Ground Water Sub Committee received a memo last week from WestOn and Sampson about the pilot testing. Mr. Dean is working with DPW for the results of the testing to come up with some recommendations. Mr. Dean had a chance to take Mr. Quandt on tours some of the Town facilities. The director of Parks and Recreation and Mr. Dean are in

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the process of addressing the situation about the parking issue at the Senior Center and have come up with some ideas to remedy the problem.

b. Selectmen's Committee Reports

Bob Eastman: Mr. Eastman thanked Mr. Dean for covering his topic in the Manager's Report.

Bill Campbell: Mr. Campbell reported that Tuesday night there is Conservation Commission meeting and Thursday night there is a Planning Board meeting.

Julie Gilman: The Energy Committee met last week to elect officers. The Carbon Coalition talked about Clean air, clean planet for Earth Day this month.

Matt Quandt: Mr. Quandt thanked the Departments Heads for showing him around the different departments and appreciated everyone answering his questions.

Joe Pace: Mr. Pace reported that next Monday there will be a Downtown Committee meeting about the next steps to be taken and that the Board is invited to bring their ideas to the meeting.

c. Correspondence – None.

9. **Public Comment** – None.

10. **Non Public Session** - None.

11. **Adjournment-**

At 8:10 pm Mr. Eastman moved to adjourn; second by Mr. Quandt. VOTE: Unanimous.

Respectfully submitted,



Aimee Caruso
Recording Secretary