

FINAL MINUTES

BOARD OF SELECTMEN MEETING

MINUTES

September 6, 2011

1. Call Meeting to Order

Chairman Robert Aldrich convened the Board of Selectmen at 8:30 a.m. in the Wheelwright Room of the Town Office. Other members of the Board present were: Ms. Julie Gilman, Mr. Don Clement, Mr. Frank Ferraro and Town Manager, Russ Dean. Jennifer Perry, DPW Director and Paul Vlasich, Town Engineer, were also present.

2. The Selectmen heard from Mr. Vlasich regarding the recommendation for engineering construction services for the Water Street Sewer Interceptor project. Per the last meeting, the DPW sent out an RFQ on August 23rd to seven prequalified firms. A pre-meeting was held on August 26th and qualification packages were received on September 1st. Mr. Vlasich, Ms. Perry and Mr. Jeffers reviewed the submittals and recommend Underwood Engineers for the project. After checking with Underwood the original contract would hold. The NHDES has also approved the contract per the QBS process regulations. Selectman Aldrich inquired as to the number of responses, Mr. Vlasich responded the Town received three responses, one other was 'serious', it was from CMA and also would have involved Underwood Engineers as a subcontractor. Mr. Ferraro reiterated from last meeting he was wrong and wanted to let Mr. Vlasich know and Ms. Perry, he was not sure why the federal government does not look for best bids but that is their process and this did not need to go out to bid. Mr. Aldrich asked about next steps and Mr. Vlasich indicated DES needed to sign off on the engineering contract and allow Jamco to sign, and hopefully a shovel will be in the ground in 2 to 3 weeks from contract signing. Selectman Clement asked about how this was dovetailing with the work being done at 277 Water Street and Mr. Vlasich replied his understanding was the front was being left open.

Selectman Clement moved to approve the construction phase engineering services contract for the Water Street Interceptor improvements to Underwood Engineers in the amount of \$98,700. Selectwoman Gilman seconded. Vote was unanimous in favor.

Mr. Dean asked if the Board was OK with process on future projects that involved SRF funding and QBS regulated processes. The Board was in general agreement with the process going forward.

3. Payroll and A/P. Selectman Ferraro moved payroll for checks dated 8/31/11 in the amount of \$173,865.72. Selectman Clement seconded. Motion carried. Selectman Ferraro moved approval of accounts payable dated 9/2/11 in the amount of \$2,386,377.91. This includes a school payment. Selectwoman Gilman seconded. Motion carried.

4. Other business. Selectman Aldrich asked about paving for Main Street at the railroad crossing. This is still on schedule and Court Street near PEA and the Senior Center as well. Epping Road was done late last week – the portion near the Meeting Place but it was unclear if it was 100 percent complete. Lien meetings were discussed as well as an update expected next week on tax deeds. Other items on the agenda are the website update, Fire Department ordinances, Fire Department fees, Crestview Drive speed limits. The Jady Hill neighborhood meeting is September 8th at the Town Hall and notices have gone out. The Planning Board final CIP hearing is this Thursday night as well.

4. Adjournment

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Selectman Ferraro moved to adjourn at 8:50 a.m.. Selectman Clement seconded. Motion carried.

Respectfully submitted,

Russell Dean
Town Manager