

Minutes of Select Board Meeting
August 7, 2018

Members Present: Tiffany Maiuri, David Leavitt, Philip Hilton, Keith Swett, Tom Saviello and Rhonda Irish (Town Manager)

Also Present: Dale Roberts, Frank Donald, and Mike LeClerc

Item #1 Minutes of the Meeting July 17, 2018

Philip/Tom m/m/s to accept the minutes as written; vote: unan

Item #2 Public Comment – None Received

Item #3 Consideration of bids: Highway Garage doors; Highway Fuel Management System; Transfer Station Mowing and additional items

*Highway Garage doors:

Lenny Bolduc's Carpentry: \$11,534.00 Cliff Henderson Garage Doors: \$11,873.28

Vienna Garage Doors: \$12,812.00 Overhead Door: \$13,980.00

Jim Barnetts: \$13,980.00 PDQ Door: \$15,419.00

Dale Roberts (Highway Foreman) would like to recommend going with the low bidder Lenny Bolduc. He is familiar with his work and he believes that Mr. Bolduc does good work.

Questions/Comments from the Board included:

David: Does it fall within your budget? It is close to what we estimated.

Keith: What was your estimate? We had estimated \$15,000

Tom/David m/m/s to accept the low bid from Lenny Bolduc's Carpentry for \$11,534.00; vote: unan

*Key Guard Fuel Management:

Adams & Fog Oil Equipment: \$13,177.88 Portland Pump Company: \$13,244.00

Precision Tanks: \$14,875.00

Dale Roberts would like to go with Precision Tanks but they are not within 2% of the lowest bidder.

Precision Tanks is in Jay, Adams & Fog are in Falmouth. Would recommend Adams & Fog.

Tom/David m/m/s to accept the low bid from Adams & Fog Oil Equipment for \$13,177.88; vote: unan

*Landfill Mowing:

	2018	2019	2020
Neil McKenna (Neilly's Tractor)	\$2,100.00	\$2,100.00	\$2,100.00

Chance Swett	\$2,450.00	\$2,450.00	\$2,450.00
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Rocky Hill Landscaping	\$2,800.00	\$2,900.00	\$3,000.00
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Dave Pratt (Dave's Do Whatever)	\$3,500.00	\$3,750.00	\$4,250.00
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Dale explained that a tractor purchase to do this mowing would cost around \$42,750.00, he would like to go with the low bid from Neilly's Tractor. He is insured and is from Peru.

Tom/David m/m/s to accept the low bid from Neil McKenna (Neilly's Tractor) for \$2,100.00 for each of the three years of 2018, 2019, 2020; vote: unan

*Loader – Paint, Prime, Pin and Bushing

Mainly Sandblasting (We buy the parts): \$6,150.00

P & A Mechanics: \$12,021.32 Chadwick Baross: \$10,500.00

Dale explained that we would have to buy the parts for Mainly Sandblasting because they are a new company and have not yet set up charge accounts with the parts distributors. This would actually save money because we could buy the parts at cost from the dealer.

Keith/Tom m/m/s to accept the low bid from Mainly Sandblasting of \$6,150.00; vote: unan

*3 yd hopper sander for the 2012 one ton:

Viking Cives USA: \$7,779.00 HP Fairfield \$7,915.00

all of the items he is looking to purchase were in the budget.

Keith/Tom m/m/s to accept the low bid from Viking Cives USA for \$7,779.00; vote: unan

*The Town of Livermore has borrowed our kick broom several times and they have a plow that only fit a truck that they no longer have, but would fit our trucks perfectly. They would like to swap that plow for our kick broom sweeper.

Tom: What do you do with the sweeper? We don't use this one right now.

Keith: The plow is the same as we are currently using? It is a dust pan plow and it has more equity than the sweeper.

What does it take to use it? It hooks right up to the truck, it doesn't swivel.

Tom/David m/m/s to swap our kick broom sweeper to Livermore for the plow; vote: unan

*Patch boxes: We currently borrow these from the State when they are available. These allow you to put patches in while they are still warm. They often sell them at auction for \$4,500 to \$5,000; he would like to be able to purchase one if they become available.

Tom/Tiffany m/m/s to allow Dale to purchase a patch box at State Auction, **Amended to: To allow Dale to purchase a patch box at State Auction in conjunction with the Town Manager; vote: unan

#4 Consideration of Proposals for Kineowatha Park Recreation Office/ Skate Warming Building

First Construction (Turner): \$113,913.00 LeClerc's Carpentry (Jay): \$115,998.70

Barker Built Homes (Wilton): \$164,700 Blaine Casey Building Contractor (Augusta): \$164,700

Ganeston Construction (Augusta): \$249,685.00

There were some discrepancies between the two low bidders:

First Construction: power overhead LeClerc's: power underground

First Construction: 100amp service LeClerc's: 200amp service

First Construction: Pull down stairs LeClerc's: actual stairs

Questions/Comments from the Board included:

David: Is the \$115,998.70 bid after the deductions? When contacted Leclerc's explained that if they were to bid an above ground service their bid would drop by \$3,700 and to make stairs as pull-down stairs would drop it another \$750. The final bid would then become: \$111,548.70.

What is your crew and timeframe? There is a crew of six and they are currently about four weeks out on the trusses they could complete it in about a month's time. The worst-case scenario would be mid-October.

Keith: Does the crew of six include all of the subcontractors? They would have their own crews.

What is the number of subcontractors? They would be for electrical and HVAC

Would like to see the underground service added back in; what would that cost be? We would need to add back in the \$3,700.

Philip: We would keep the 200amp service? Yes

Tom/David m/m/s to accept the low bid from LeClerc's Carpentry**Amended Keith/Tom m/m/s to add back in the underground service for total cost of \$115,248.70; vote: unan

When asked how he would like to be paid Mr. Leclerc explained that it is usually his policy to get one third up front, one third in the middle and the remainder when the job is completed. Rhonda explained that although we would not pay one third up front we would pay after the concrete is poured.

Item #5 Consideration of Special Town Meeting for Recreation Building Loan

Would like to do this on September 18, 2018. Now that we know the costs, there are also costs associated with the sewer line that was put in. We will also need to hire a third-party building inspector as we are a Town of over forty-five hundred residents and this is required by law. Our CEO does not have this certification. This would be to borrow the costs against the Trust Fund.

Item #6 Clarification of Sale of the Waste Treatment Dept. Compost Mixer

At the last meeting permission was given to sell the mixer to the Franklin County Sherriff's Department, however, it is actually the Maine State Prison System that would purchase it.

Questions/Comments from the Board included:

Keith: Felt good it was staying in Franklin County, not inclined to sell it to the State if we could make more money at auction.

David: The auction is a gamble you never know what you will get.

We need to have the money in hand before it leaves the premises.

Tiffany: Selling it to another Government entity is reasonable.

Tom: Somebody will buy it for scrap otherwise.

Tom/David m/m/s to clarify that the mixer can be sold to the State Prison system; vote: unan

Item #7 Consideration of Sale of Tax Acquired Properties

There are five properties available, but Rhonda did not inform the person living in a property that we would be discussing this so she would like to table it for now.

Item #8 Proposal for a Select Board Rules and Responsibilities Policy

Tiffany: There are common questions about the roles of Board Members and a policy was started to be developed by Tiffany and Ruth Cushman (the Chair and Vice Chair) based on repealed policies from the Maine Municipal Association.

Questions/Comments from the Board included:

Keith: There is a certain list of things that need to be done before the first meeting the concern is that they don't need to be done before the first meeting.

Someone who is elected to a three-year term should have the option to be the Chair.

Tom: Should rotate the Chair every two years. Tiffany explained that the intention was that the Vice Chair would be chair after the first year.

You should limit the person to a two- year term, but someone would have the opportunity to refuse the position of Chair.

David: Why now? What has been in place before? Tiffany explained that she was cleaning out her inbox and it reminded her. It would be a condensed version of the MMA Manual.

If you put in guiding principles it would let you know that you would be asked to be Chair and that you would have the right to decline the position.

Philip: The requirement to complete those items before the first meeting is a moot point because it is not enforceable.

Not opposed to the third term as Chair as long as it is a unanimous vote.

Would like to see generic terms such as he/she/they.

Item #9 Manager's Report

- A. The Blueberry Festival went well despite the rain, the Department Heads felt that the Town's responsibilities went well.
- B. RFP's for the Forster Mill have been sent out to: Daily Bulldog, MMA and some developers who may also be interested.
- C. CDBG Façade Grant walk through will be August 9, 2018. The Architect works on the drawings with the building owners. The building owners are the ones who say yes or no to the Architect.

Item #9 Other Business

The annual application from the Snowmobile Club in Wilton for the Grant in Aid program is ready, but they need Select Board approval to apply.

David/Tom m/m/s to approval the application for the Grant in Aid program for the Snowmobile Club; vote: unan

The CMP negotiations are in two weeks and Tom will let us know where we stand.

Executive Session pursuant to 1 MRSA § 405(6)(A) Personnel

Tom/Tiffany m/m/s to enter into Executive Session pursuant to 1 MRSA § 405(6)(A) Personnel and upon completing Executive Session adjourn; vote: unan

Entered at 7:00 pm

Out at 7:44