

DRAFT, SUBJECT TO REVIEW, CORRECTION AND APPROVAL

**DUNBARTON BOARD OF SELECTMEN
MINUTES OF MEETING
Thursday, June 2nd, 2016
TOWN OFFICES – 7:07 PM**

Dunbarton Board of Selectmen held the scheduled regular meeting of the Board of Selectmen at the above time, date and place with Brian Pike, Chairman, presiding.

Brian Pike opened the public meeting of the Board of Selectmen at 7:07 PM.

The following Board Members were present:

Brian Pike, Chairman
Tom Groleau, Vice-Chairman
Robert “Bob” Martel, Selectman
Line Comeau, Town Administrator
Koren Maccubbin, Recording Secretary

Members of Boards/Committees & Town Officials:

Jeff Crosby

Members of the Public:

Lee Martel

It is noted for the record that Lee Martel was videotaping the regular Selectmen meeting.

Public comments

None
Brian Pike closed Public Comments.

Old Business:

Motion:

Tom Groleau made a motion to approve the minutes of the public session for May 26th, 2016, 7:01 PM. Bob Martel seconded the motion.

Discussion: None

Vote: (3-0)

New Business:

Line Comeau said that in talking with Andrea Douglass, (Library) the air conditioner (AC) at the Library needs repairs. Line Comeau said that the costs for repairs (New Holding Box) were in the budget for this year but was put on hold. The quote for the work was \$400 and the carpenter said the copper lines need replacing which was not in the quote.

Brian Pike said that the carpenter's estimate would be approximately \$300 to \$400 additional.

Tom Groleau asked who installed the AC originally.

Line Comeau said that company is now defunct. Line said in talking to St. Pierre that it would take a carpenter and a plumber to do the work.

Brian Pike said at this time we are going to table this discussion in order to adhere to the bid opening time.

Opening of Bids for Asphalt and Paving

Town Of Dunbarton NH's, 2016 Paving Bid Description Through 12/31/2016: Bidders are to include price per ton for 1,100 tons of topcoat, 1,800 tons of base-coat in place and compacted. Also include a price per ton for handwork, a square yard price for reclaiming & fine grading and any other specified surcharges.

First bid opening was **R & D Paving Inc.**, 563 S. Main Street, PO Box 175, Franklin NH 03235

\$79.00 /ton per ton for topcoat & base coat in place and compacted.

\$126.00/ton for hand work.

\$1.26 per square yard for reclaiming & fine grading.

Second bid opening was **Advanced Excavating and Paving**, PO Box 581, Suncook, NH 03275

\$64.50 /ton per ton for topcoat & base coat in place and compacted.

\$115.00 /ton for hand work.

\$1.40 per square yard for reclaiming & fine grading.

Third bid opening was **BROX Industries, Inc.**, 1471 Methuen Street, Dracut MA 01826

\$69.80 /ton per ton for topcoat & base coat in place and compacted.

\$175.00 /ton for hand work.

\$2.15 per square yard for reclaiming & fine grading.

\$200.00 surcharge/machine under 200 ton.

Fourth bid opening was **Can Brothers Construction Inc.**, 120 Ridge Road, Middleton NH 03887.

\$62.78 /ton per ton for topcoat & base coat in place and compacted.

\$109.57 /ton for hand work.

\$1.94 per square yard for reclaiming & fine grading.

Discussion:

In reviewing bids Brian Pike said at first glance it looks like the best bids were Can Brothers and Advanced Excavating. Brian asked Jeff Crosby, Dunbarton Road Agent, what he knew about Can Bros. Jeff Crosby said he does not know anything about Can Bros. Tom Groleau said using 3000 tons as a base line, Can Bros's bid is approximately \$5200 less than Advanced Excavation bid.

In looking at the references for other completed projects, Can Brother's list only showed what looked like parking lots. Jeff Crosby said there is a difference between paving roads and parking lots. Brian mentioned this is why we do our due diligence because awarding the low bidder just because of the low price, has caused the Town to get burned in the past. Tom Groleau asked if Jeff Crosby knew what equipment they had? Jeff replied that he did not know. Brian said since Can Brothers did not reference any previous town road projects, and since Advanced Excavating has a history of road projects, including our own town, he would be inclined to favor Advanced Excavating since there is only a small difference in price. Bob Martel said not knowing Can Brothers' equipment for road work he too would be inclined toward going with the Advanced Excavating bid. Jeff Crosby said if you look at the Reclaiming cost, in which Advanced Excavating is lower, it reduces the overall gap between bids. Jeff Crosby and Tom Groleau said they favor Advanced Excavating because of their proximity to the Town and past history with the Town. Brian Pike said that seems to be the feeling throughout the room.

Motion:

Brian Pike made a motion to award the bid for paving to Advanced Excavating with a price of \$64.50 /ton per ton for topcoat & base coat in place and compacted, \$115.00 /ton for hand work and \$1.40 per square yard for reclaiming & fine grading. Bob Martel seconded the motion.

Discussion: None

Vote: (3-0)

Selectman signed the documents accepting the bid from Advanced Excavating.

In discussing road projects with Jeff Crosby, Brian said that per a RSA, the road agent has to inform the residents of road work. Jeff said the Town has not been doing this, but will review the RSA and comply.

The topic of exaction fees comes up. Line Comeau said using the exaction fees has some ambiguity. Jeff Crosby talked about approval of subdivisions and how it effects road maintenance.

Tom Groleau told Jeff Crosby he noted that Japanese knotweed was growing on the new roadside fill around the Frost property. He wondered where Jeff Crosby was getting fill dirt. Jeff said he uses fill dirt from the Town. Tom Groleau said at Tenney Hill Rd. there are some sink holes. Jeff Crosby said he was aware and will try to figure out the cause of the sink holes.

Town Business:

Library AC repair: Selectmen by consensus decided to go with the repair of the Library AC and adding another \$400 to budget for plumbing and moving unit. Tom Groleau said he was concerned with taking green pressure treated wood and painting it too soon. Line said she would check with St. Pierre about time frame for painting PT wood.

Line Comeau said she is proceeding with individual performance packets.

Mailbox:

Tom Proso sent a letter to the Town complaining about the town not sending return envelopes with tax bill.

Ethics Committee gave Ethics training handouts to Selectmen.

Line Comeau asked to take June 26th to July 6th off. Selectmen said yes. Selectmen said that they could make the June 30th meeting into a working session.

Line Comeau received guidance in setting up a Hazard Mitigation Committee. The following guidelines were sent to Line from Stephanie Alexander, Central NH Regional Planning Commission.

Purpose of the Permanent Hazard Mitigation Committee for the Selectmen’s Establishment and Committee Appointments

PURPOSE

The purpose of the Hazard Mitigation Committee is to oversee the development, update, and implementation of the Town’s Hazard Mitigation Plan which is approved by the Federal Emergency Management Agency (FEMA). This Plan expires within five years of its approval date and must be maintained by the Hazard Mitigation Committee to ensure the Town of Dunbarton N.H. remains eligible for federal mitigation grant funding opportunities.

The Selectmen and the Town Administrator made the following suggestion:

Suggested Selectmen Appointees to the Hazard Mitigation Committee

- Emergency Management Director..... John Wiggin
- Assistant Emergency Management Director..... None
- Staff Coordinator to Haz Mat Committee..... Steve Warren
- Town Administrator/Administrative Assistant..... Line Comeau,
- Fire Chief John Wiggin
- Fire Department Deputy Chief (alternate)..... None
- Police Chief..... Dan Sklut

- Police Sergeant (alternante)..... None
- Emergency Medical Services Chief or Officer John Wiggin
- Public Works Director/Road Agent Jeff Crosby
- Building Inspector/Code Enforcement John Wiggins
- Town Planner (or equivalent) None
- Wastewater Department Supervisor None
- Water Treatment Department Supervisor None
- Board of Selectmen member Brian Pike or Tom Groleau
- Conservation Commission member to be determined
- Planning Board member Ken Swayze
- Other Town Board/Dept./Commission reps? None
- Other Town Board/Dept./Commission reps? None

Motion:

Brian Pike made a motion to adjourn the meeting at 8:31 PM. Bob Martel seconded the motion.

Discussion: None

Vote: (3-0)

Respectfully submitted,

Koren Maccubbin,
Recording Secretary

Brian Pike, Chairman

Tom Groleau, Vice-Chair

Robert Martel, Selectman