

Selectmen's Workshop
Monday, June 23, 2014

Chairman Morgan called the workshop to order at 3:30 PM. Present were Selectmen Richard Morgan, Robert Freeman and Franklin Riley, Ellen White, Town Administrator, and Brad Harriman, Public Works Director.

Harriman presented copies of the report on the roof repair for the Public Library prepared by Bergeron Technical Services.

Morgan stated that Bergeron mislead the Board into thinking that performance bonds were not available to small contractors. He added that the local advantage will be considered when selecting contractors but future contracts will also be written with progress payments defined.

Morgan discussed the Town's responsibility for subcontractors used by the General Contractor. Harriman suggested requiring a list of subcontractors to be used for approval by the Town. Additional discussion took place on ways to ensure payments to the subcontractors are made and the work is completed.

Harriman stated the report on the roof repair was completed in 2012. He stated that he and Dave Senecal can provide general inspections but would require assistance for the inspection of the copper pointing, flashing and roof. Freeman questioned why those items need to be inspected if they are being completed by professionals. Harriman answered that they need to be inspected to ensure that they have been done correctly and also that there will be multiple subcontractors involved.

Riley questioned if the pricing quoted in the report is still valid. Harriman confirmed and added that the pricing used in 2012 was high. Harriman suggested the Town supplying the material as an option. Riley stated he preferred the contractor provide materials for preference in material and warranty.

Riley asked if the money is accounted for to complete the project. Harriman answered that it was approved in a warrant article last year. White added that the funds were encumbered and are figuratively reserved.

Morgan expressed his dissatisfaction with Bergeron on the Freight House project. He questioned his role in project management where he took no responsibility. Freeman stated he is not opposed to having someone oversee the project but is against using Bergeron. Riley questioned if Harriman knew of someone else who may be able to oversee the project. Harriman answered that he will check with Jim Rines for suggestions.

Morgan stated that material should be specified in the bid specifications.

Morgan stated that bonds must be required on larger projects.

Harriman stated that the concrete pad under the compactor is bad and he is working on quotes for repairs this fall. He added that the compactor is in progress for this fall as well.

Harriman reported that the approximate cost to run the free dump day is \$6,300. Morgan stated that the program is a great way to reduce roadside trash. A fall cleanup day is being planned.

White presented the purchase orders for the new plow truck for NH Peterbilt and HP Fairfield. She stated that the Board previously approved the purchase and questioned how they would like to proceed with processing the purchase order. Morgan answered that it should be processed for payment and a copy of the minutes from the Selectmen's Meeting should be attached for review by the auditors since the purchase happened prior to the new Purchasing Policy being enacted.

Being no further input, the workshop was adjourned.

Adjourned at 4:05 PM.

Richard H. Morgan

Robert C. Freeman

Franklin R. Riley

To be approved 6/30/2014