

## WEST WINDSOR SELECTBOARD

Draft Minutes  
March 6, 2014

Present: Glenn Seward, Tom Kenyon, Kevin Camara (Engineer, Aldrich & Elliott), Chad Perry (Estimator, Cortland Construction Corporation), Mark Thompson (President, Neil H. Daniels, Inc.), George Roy (General Manager, Scherbon Consolidated), Martha Harrison

- 1) Call to Order – Selectboard Chair Glenn Seward called the meeting to order at 2:00 PM.
- 2) Open bids for Hotel Road pump station project – Kevin opened the bids, which were as follows: \$89,900 from Courtland Construction in Milton, VT; \$99,400 from Daniels Construction in Ascutney, VT; \$104,205 from Scherbon Consolidated in Amesbury, MA; and \$198,200 from Zaluzny Excavating in Vernon, VT. All bidders submitted a completed bid form and a bid bond. Kevin said the engineer’s estimate was \$103,800 and the apparent low bidder is Courtland Construction. Glenn said the Selectboard and the Sewer Advisory Committee are meeting on March 14<sup>th</sup> so the Selectboard will announce the successful bidder on or before March 21<sup>st</sup>. Tom asked if there is a deadline for the work to be completed. Kevin said the work has to be done 120 calendar days from the date of the notice to proceed. Tom asked about Courtland’s experience. Kevin described Courtland’s experience with similar projects. Kevin said A&E will tabulate the bids, make a recommendation, copy the bid documents, and return the originals to the town.
- 3) Consider signing federal sub-recipient grant form – **Glenn moved to table this item. Tom seconded the motion, which passed unanimously.**
- 4) Consider proposal from Systems Plus for wireless equipment in Town Hall – Glenn said Systems Plus submitted a proposal to install wireless internet service in the Town Hall for \$1,607.91 and Stoney Electric estimated the associated wiring costs at \$100 plus labor. **Tom moved to accept the proposal by Systems Plus to install wireless service in the Town Hall for \$1,607.91. Glenn seconded the motion, which passed unanimously.** The Selectboard also agreed to give Stoney Electric the go ahead to order the equipment they need to do the electrical work.
- 5) Sign sewer rate and fee schedule – **Tom moved to table signing the fee schedule until next Monday. Glenn seconded the motion, which passed unanimously.**
- 6) Sign preliminary and final sewer allocation application forms – **Tom moved to table signing the forms until next Monday. Glenn seconded the motion, which passed unanimously.**
- 7) Discuss education funding petition – Glenn said there was a suggestion during Town Meeting that the Selectboard generate a petition drafted by Town Counsel indicating the Selectboard’s displeasure with the education funding situation. Glenn said he isn’t sure how to proceed on that. Tom suggested forwarding to our representatives the resolution passed at Town Meeting and considering a petition if we get no response. Glenn said Cathy has certified the vote on the resolution and we have cover letters ready to send with it. **Glenn moved to send the resolution to our state and federal representatives, along with a cover letter, as soon as possible. Tom seconded and amended the motion to note that the resolution was unanimously adopted at Town Meeting. Glenn accepted the amendment to the motion, which passed unanimously as amended.**
- 8) Adjourn – **Glenn moved to adjourn at 2:17 PM. Tom seconded the motion, which passed unanimously.**

Respectfully submitted,

Martha Harrison