

The Town of Groton, Vermont Select Board Minutes, April 22, 2015 (Approved)

The duly warned meeting of the Groton Select Board of April 22, 2015 was held at the Groton Community Building, 1476 Scott Highway at 7:00 PM

The following members were in attendance: Peter Lyon, Gary Lamberton, Andrew Dorset

Attendance for the special meeting included: Highway: Brent Smith

The meeting was called to order at 7:00 PM

The agenda was amended to include the DeWolfe Community Building preparation for advertisement of bids.

Background: Harv Orr Road is extremely muddy and almost impassable at this time. In fact it has never been as bad as it is this year. Jim Langlois has got stuck trying to get to his property and Ronsen Smith has called complaining about the condition of the road. Harv Orr is a class 4 road which means, as per the Town road ordinance, it is not maintained by the Town.

The Town has 10.7 miles of class 4 roads. Harv Orr road is 1 to 1.5 miles long. Brent reported that in the past the class 4 roads were closed in the spring to avoid damage. They are now left open to allow people access to their property and in some cases they are living there full time. Andrew asked what it would take to upgrade the road to class 3. Brent responded that it would be a lot of work. Gary stated that typically, if a road was to be upgraded, it would be completed by the neighbors to town standards. Andrew suggested that the town place signs at the entrance of class 4 roads stating that they are unmaintained and there is no winter care provided. Peter suggested that a meeting be held with all the property owners to talk about what they could do to bring the road up to class 3 standards.

The consensus of the Board was to take action at the next Board meeting on signage to be placed on the roads. It was also agreed to draft a letter to the property owners providing the specifications to meet class 3 standards. Also to inform them that the Board will be scheduling a special meeting with them to discuss the process to follow to consider moving Harv Orr into a class 3 status.

Background: DeWolfe Engineering Associates has completed the design for the structural reinforcing of the Community Building roof framing and also the ceiling framing for basketball hoops. The Building Committee has reviewed the proposed advertisement for bids provided by DeWolfe, made a few changes and would like the Board to assign a RFP coordinator and approve the proposal for publishing.

To follow the procurement policy, the consensus of the Board was to publish a notice of the bid request in the Bridge Weekly. The detailed bid package will also be mailed or hand delivered to the firms that have been recommended by DeWolfe. Andrew reviewed a discussion he had with Kitty explaining that the bid will be in two units, one for the structural reinforcing of the roof and the other for the ceiling framing for the basketball hoops. The key date is project completion which is August 28<sup>th</sup>. DeWolfe will make the final updates to the package tomorrow and they will then be sent to the proposed vendors. The sealed bids will be received and opened by the Building Committee who will then review and provide their recommendations. DeWolfe will review the results of the recommendations of the Building Committee and provide their comments. Both the Building Committee recommendations and the DeWolfe comments will be presented to the Board for a final decision on

vendor selection. The Board approved sending the package out and assigned Peter as the RFP Coordinator.

Gary Lamberton, Chair

Prepared by Peter Lyon