

## SELECT BOARD MEETING MINUTES MAY 5, 2021

Present: Michael Strait, Jeanne Gervais, Heather McElroy, Paul Chambers, Jeff Noyes, Bruce Rumball-Petre, Joel Cope, and Teresa DeBonville.

Chairperson, Michael Strait called the meeting to order at 6:00 PM.

Update agenda: The board will need to review the applicants for the brush dump attendant position.

Public comment: None.

Road Department: Mark informed the board that the extended warranty for the new dump truck was up to 5 years. A motion was made by Heather McElroy to purchase the 5-year extended warranty for the new dump truck. Jeanne Gervais seconds the motion, all in favor, so carried.

Mark spoke with Eric Pope from VTRANS on the Pleasant Street project and informed the board that they could probably do about a mile or so worth of paving and culverts with the available funds.

Buildings and maintenance: Bruce discussed with the board the possibility of adding more picnic tables in the park. The board was ok with this. Bruce will look into purchasing four or five more tables.

Bruce mentioned to the board that the sidewalks in front of Community National Bank were in really bad shape. Bruce will get estimates for the repairs and report back to the board.

Recreation: Paul informed the board that Juddy's Septic called for confirmation of placement of the port-a-potties. The board agreed that they should be placed in the usual places as the past years.

Paul reviewed the placement of the park equipment with the board.

The recreation department is still in the process of getting bids to re-finish the tennis courts and the basketball courts.

Wastewater Treatment Updates: Joel will prepare the proposal for the engineers for the state revolving loan fund This will go out this week and they will have three weeks to return their proposals to the town for review.

Radar speed signs: No updates.

Personnel: The board reviewed the applications for the brush dump attendant. Joel will contact John Furino to see if he is still interested in the position.

Select Engineering Consultant for Downtown Project: The board reviewed the technical proposals which were received from Dufresne Group, Dubois and King, Wright and Pierce, and VHB. The board evaluated the Proposals in accordance with the specified criteria and rated the Dufresne Group proposal highest. VHB was second and Wright-Pierce third.

	<b><u>Max Points</u></b>	<b><u>Dufresne Group</u></b>	<b><u>Dubois &amp; King</u></b>	<b><u>Wright Pierce</u></b>	<b><u>VHB</u></b>
Qualifications & Experience of staff	<b>25</b>	24	23	25	24
Demonstration of overall project understanding and insights into local conditions and potential issues	<b>20</b>	20	19	18	20
Reasonableness and timeliness of proposed schedule	<b>15</b>	15	15	10	12
Quality of the proposal and and creativity/thoroughness in addressing the scope of work.	<b>25</b>	24	20	18	22
Quality of representative work sample	<b>15</b>	13	5	10	15
Totals	<b>100</b>	<b>96</b>	<b>82</b>	<b>81</b>	<b>93</b>
		done 4/22	done 3/22	done 11/21	done 4/22
Hours committed to project		719	786	227	367

The board then opened the cost proposals, which were as follows:

Dufresne: \$82,000.00

Dubois and King: \$79,925.00

Wright and pierce: \$ 39,970.00

VHB: \$39,380.00

The board still agreed that Dufresne's proposal was their first choice, but would like Joel to speak with the granting agencies on the drastic price differences between the four before a final decision is made. It was noted that the VHB proposal proposed spending only half the time on the study as the Dufresne proposal, at half the cost.

Pay orders: The board reviewed the pay orders for the general account and the road account. A motion was made by Heather McElroy to have the board chairperson sign the two pay orders. Jeanne Gervais seconds the motion, all in favor, so carried.

Overweight permits: A motion was made by Jeanne Gervais to have the board chairperson sign the overweight permit for Cardinal Logistics. Heather McElroy seconds the motion, all in favor, so carried.

Liquor licenses: None.

Approve previous minutes: The board reviewed the minutes of the April 21, 2021 meeting. A motion was made by Jeanne Gervais to approve the minutes as printed. Heather McElroy seconds the motion, all in favor, so carried.

Other business: None.

Meeting adjourned at 7:38 PM.

