

TOWN OF HIGHGATE SELECTBOARD MEETING

Thursday, June 1, 2017 @ 7pm

Approved Minutes

NOTE: All actions taken are unanimous unless otherwise stated.

A. Call To Order & Pledge of Allegiance

The meeting was called to order by Sharon Bousquet, Chair @ 7:02pm followed by the Pledge of Allegiance.

Highgate Selectboard Members – Sharon Bousquet, Chair; Josh LaRocque, Vice-Chair; Bruce Butler; Steve LaFar; *absent – Randy Connelly*

Highgate Office Staff – Wendi Dusablon, Town Clerk; Heidi Britch-Valenta, Town Administrator; Shelley Laroche, Town Treasurer

Public / Other – Alice S. Cota; Jean Chevalier; Richard Wilkens; Vonnie Lamotte; Eric Chevalier; Woody Rouse; Evangeline LaRocque; Shawn Rainville; Lucas Kane; Rebecca Kane; David Desorcie; Kellie Uzell; Sarah Chevalier; Joseph Depatie

B. Public Comment(s)

Sue Cota congratulated the Memorial Day committee on a job well done. Sharon agreed, it was a great effort by all involved.

C. Legislative Update – Steve Beyor and Chuck Pearce

Steve Beyor said this was a discouraging year and one of the “best do nothing sessions” he has been a part of. There were some updates on different bills, such as: ACT250 process and streamlining it; hunting license fee changes; the marijuana bill is still up in the air, it has been vetoed by the Governor but left open for more changes; the budget has been vetoed as well, which both Steve and Chuck think was the best budget they have seen, both voted for it. Chuck is vice chair of the Education Committee. He also feels the budget was solid and had no tax increases in it. The Governor wants to do teacher negotiations state-wide, which is why he vetoed the budget. The education bill H513 is very lengthy, he can speak to people individually on it. Chuck updated us on a new retirement savings bill for employers with 50 or fewer employees. With regard to the marijuana bill, there are provisions for people with Chrons disease, Parkinsons or PTSD to qualify for treatment if they meet the criteria. Chuck gave updates on other bills working their way through the system, including a Fentanyl bill, changes to the Animal Cruelty bill, a Journalist Protection bill, changing limits on the Child Care bill, and an Ethics Commission bill. There will be changes to the Vital Records bill which involves a statewide data base. Overall, both Steve and Chuck agreed that this was a very unproductive session. They noted they are Legislators, not politicians. The board had comments for Steve and Chuck with regard to the closure of Franklin County Animal Rescue and how it is affecting our community. We have an issue with feral cats in our community that Vonnie would like to help deal with, but the resources just aren't there. There was also discussion about the Machia Road bridge in East Highgate. There are some repairs in the works to hopefully reopen the bridge soon, still at the posted weight limit of 10,000 lbs. We don't want AOT to drag their feet on the replacement which is set for 2018. Steve wants to see this as a priority project and hold their feet to the fire.

D. Dog Hearing – 97 St. Armand Road

Lucas and Rebecca Kane (dog owners) are present, as well as Shawn Rainville (who submitted the most recent complaint). Lucas spoke that his dogs are secured in an enclosed pen in his yard. The gate is sometimes not latched and the dogs have gotten out. Most recently on May 17th they killed several of Shawn's chickens on Route 78 by the rail trail. The Kane's have four dogs, all are vaccinated and licensed with the town. The two boxers are the ones that get out and are identified in the complaint. We have prior complaints on the dogs getting out, and since then the Kane's have put up the enclosure, which has helped the situation, unless the gate is left open or not latched completely. The dogs also wear training collars. Lucas has considered rehoming his older male

boxer but has not found a home for him yet. Vonnie (ACO) gave some history on the dogs, stating they like to run and she is familiar with the dogs. There was an incident last year where the dogs were in Evangeline LaRocque's garage and chased her cat. Her cat was so scared he was not found for a week, and was found above Desorcie's store at the apartment. He was not physically harmed, but very scared. Evangeline has since seen the dogs, on occasion, in her yard. Shawn Rainville stated that he saw the dogs on his property after they had run through the chicken fencing and killed or badly injured 7 of his chickens. He scared them off with a baseball bat. Shawn also said that the dogs were at his property on one occasion last year. He was looking for some direction on what to do if the dogs come back – he doesn't want to lose any more chickens. Lucas wants to put a pad lock on the pen to help keep the dogs in. Lucas is happy to replace the chickens and Rebecca noted they are doing the best they can but can't guarantee they won't get out again. Shawn and Evangeline are both happy with the effort they have put forth. The board does not want to see anyone resort to using guns, we have an issue with that already in this village. Everyone was comfortable with the situation. Shawn and Lucas will work out the details. Sharon said she considers this matter to be closed and thanked everyone for coming.

E. Public Works Director – Patrick Loyer

- Paving is complete and driveways are all filled in.
- Sweeping is ongoing in Highgate Falls, but the weather is working against us.
- A new windshield was installed in the one ton.
- All three bridges were washed today with Joe Depatie present. The Machia Road bridge was very rough with some deep holes. They will be filled with hot patch.
- Cold patch will be used in the school parking lot. There was discussion on utilizing a part time employee for this project as well as mowing throughout the summer. The PWD is having a hard time keeping up with all the projects as well as the routine work that needs to be done.
- Grading is also ongoing. The back roads are still soft with all the rain we have had. The PWD put 13 loads of stone on Boucher Road and graded it, as well as 10 loads of stone on Durkee Road. The roads have been neglected in years past, so there is no base. There was some discussion on posting roads in the spring vs. posting them for longer to protect our roads. Farmers need to use the roads because they have a limited window of opportunity, yet the heavy equipment is doing damage to the roads as well. Our stone budget for next year needs to go up by about double. Shelley would like to see mowing go out to bid. Our cemeteries spend more than \$5,000.00 per year, so by our policy it should go out to bid as well. If we hired someone to do just mowing, our PWD could focus on all the other tasks they have to complete. David Desorcie doesn't understand why we need any part time help – he stated our parks aren't any bigger, our roads aren't any longer, so why is the work not getting done? It was pointed out we used to have two full time employees at the arena, one of which did mostly mowing in the spring and summer. When those positions were gone, the PWD absorbed the park mowing and Brian Spears does the recreation fields. It was also pointed out that the large culvert projects we have had lately were subbed out because those projects were funded by the state and it made more sense to sub out the work rather than have to rent all the equipment. Our PWD is working very hard. Ty is helping out with mowing while Brian is out. Our parks and recreation committee are all volunteers. Only Brian is paid for the mowing, which usually takes 4 hours per week. Road side mowing needs to be done also and does our PWD have time to complete that? Motion by Josh LaRocque to hire part time help to take care of the driveway at the school, and to offer the work to Gary Ploof first. The motion was seconded by Steve LaFar – **APPROVED**. Motion by Josh LaRocque to hire part time help for roadside mowing. The motion was seconded by Steve LaFar – **APPROVED**. Motion by Josh LaRocque to hire part time help, not to exceed \$15.00 per hour, to mow the parks and ball fields until the third week of August, not to exceed \$5,500.00, until such time as the town crew can take it back over. This will be offered to Brian Spears first. The motion was seconded by Steve LaFar – **APPROVED**. It was noted that we do have funds available based on OT that was not used this winter and staff changes that resulted in money left in salary line items as well. Pat clarified that he is not looking for another full time employee, but with all the extra projects,

they can use some extra help this summer. Once the roads dry up, Butch will be spending a lot of time on the grader. Josh will monitor the part time help in his role as the road commissioner.

- Bridge 25 repairs have been begun. Sharon recapped for the public what has been happening. An emergency Selectboard meeting was held on May 25th. A proposal was received from A.L. St. Onge in Montgomery to repair the bridge where it was deteriorating severely on the right hand side (headed to Machia Road). They were able to successfully repair it, and we were told by the state that they acknowledge the repair and it is a good fix. The repair was \$5,000.00 and we are hoping to reopen the bridge but only under the posted weight limit of 5 ton (10,000 lbs). The abutment on the same side has shifted and deteriorated, so we have another bid from the same company to address that, for an additional \$3,000.00. Once we are able to open the bridge we need to stress **NO FARM EQUIPMENT OR OTHER VEHICLES OVER THE 5 TON WEIGHT LIMIT.** These are only temporary fixes and we could find ourselves right back to closing the bridge again. The heavy weight traffic on this bridge needs to stop – **PERIOD.** We are asking people to be vigilant and report anything they see that may jeopardize the safety of the bridge and those that are using it lawfully. Josh also noted that tailgating another vehicle over the bridge is exceeding the weight limit and therefore not recommended either. The point being, any vehicle exceeding the weight limit needs to **STAY OFF THE DAMN BRIDGE.** Fines will be enforced. The bridge is being opened back up for the good of the community just long enough for the new bridge to be built in 2018. If the town finds it necessary to close it again, there is every intention of doing so. We will have \$8,000.00 into temporary repairs to make it safe for the public for approximately 1.5 more years. Sharon has spoken to people individually and had a mixed response about the bridge being opened back up. Shelley, as a taxpayer, disagrees with the bridge being opened back up, and she lives close by and uses it every day. She disagrees with spending any money to repair it. That being said, there is \$22,000.00 in the diesel line item that won't be utilized this year. She would like to use those funds towards the bridge repairs, not the B25 reserve fund. That money is set aside for the bridge replacement, not repairs. The town has already set aside what we need for our 5% match for the new bridge, so we should not have to ask the taxpayers for more money. Shelley does not feel comfortable using the reserve funds set aside, she would rather use funds in the highway department's budget, because this does pertain to a town road / bridge. She has discussed this with Pat and he agrees this is where it should come from. Motion by Josh LaRocque to amend the motion made at the emergency meeting on May 25, 2017, so the funds to repair B25 on Machia Road will come from the highway department budget diesel line item, not from the reserve fund. The motion was seconded by Steve LaFar – **APPROVED.**
- Heidi has spoken to the gentleman who will be doing the work at the park & ride. As soon as we get the contract we can hire the work to be done.
- We have a request on Tarte Road for "Children at Play" signs near a blind corner. There was some discussion on liability and other locations in town that have these signs already. Some of these signs are located at the other end of Tarte Road. We need to be consistent with signage to the best of our ability. Pat will look into the signage and "Caution / Slow" was put out there as a good option to consider.
- The East Highgate dam removal is scheduled for the first week of August. They are asking for the town's help with trucking material away. Josh is concerned about the weight and size of the pieces and if they will damage our trucks. The state may also want some of the debris for the causeway project associated with the new bridge.
- HVFD floor bids are in and will be discussed further down the agenda with Chief, Joe Depatie under section H.

F. Treasurer Updates – Shelley Laroche

1. Check warrants

There were no questions. Vonnie Lamotte found a check for Above Par Cleaning from the Town of Highgate from 2014 in the amount of \$500.00. She wanted Shelley to reissue the check. Shelley has some research to do with the bank to see if the check was ever voided and reissued.

2. Misc.

Sullivan and Powers will be here on June 28th for the pre audit meeting. The actual audit will be at the end of August. Shelley is happy with them and this is year #3 of working with this particular firm. We also have two other audits coming up next week regarding grants and payroll / insurance. The contract for this next audit cycle with S&P is \$18,800.00, which is the first increase we have seen with them. The board would like to see this go out to bid for the next cycle, which will be for 2017-2018. The board signed the contract with Sullivan and Powers. Sharon thanked Shelley and her Little League team for participating in the parade.

G. Town Clerk Updates – Wendi Dusablon

1. Minutes

Motion by Josh LaRocque to accept the minutes from the regular Selectboard meeting on May 18, 2017, as written. The motion was seconded by Steve LaFar – **APPROVED**.

Motion by Josh LaRocque to accept the minutes from the Emergency Selectboard meeting on May 25, 2017, as written. The motion was seconded by Steve LaFar – **APPROVED**. *It was noted that the motion concerning B25 repairs was amended at the June 1, 2017 meeting, as shown on page 3 under section E of these minutes.*

2. Memorial Day Recap

The HVFD sold all 500 chicken dinners and had a very successful auction this year. Everything went very smoothly. There was a lot of organization and prep work done this year, and it showed. Many hours were put in ahead of time and on Memorial Day – so kudos to Joe Depatie and his crew from IIVFD for a job well done! Other than the weather, it was a near perfect day. Our parade had more entries than in years past and we had a lot of great comments from the day as a whole.

3. Park Usage Request – July 1

Motion by Josh LaRocque to approve the park use request for Saturday, July 1st at the monument site for a short service in the Municipal Park to honor their family member listed on the monument. The motion was seconded by Sharon Bousquet – **APPROVED**.

H. Administrator Items

- We have to report back to the state within 60 days with the plan for B25. We will wait until all the repairs are done and send everything in with photos.
- ADA grants are now open. There is an opportunity to apply for \$75,000.00 towards the modifications to this building that were approved at town meeting to improve accessibility. This grant is due in August, which would put any construction off until the 2018 construction season. Heidi was unsure of the match amount but will look into it.
- We need to start thinking about how to use the drop box long term. How do we want to archive things? How much should be kept in there and for how long?
- HVFD Floor bids – bids are in, and we received three. Heidi was authorized by Sharon to open them in front of two witnesses, Wendi and Shelley. The range is wide. Tim Hardy has seen them and was in favor of working with Gosselin on this project. Sharon was shocked at how high the bids were and is in favor of putting it out to bid again. The RFP that was issued was to take the entire floor out. All the bids were for different options, and no one bid on complete floor replacement. Heidi clarified that at the site visit they all decided it made no sense to tear out the pump room in the back. It was noted that the galvanized pipe in there won't last much longer. It doesn't make sense to tear the floor up twice. There was some discussion on bidding the excavation and the concrete work as separate jobs. The board was not happy with the bids that were received. Joe and Sharon agree that reaching out to local contractors to look at bidding the work separately could make it fit into our budget. We already have an engineered plan and drawing so all the works needs to be to spec. We could use the same RFP information to split out the work. The bids can be seen below:



PO Box 189
29th Vermont Route 78
Highgate, VT 05459
Phone: 802-868-4697
Fax: 802-868-3064
www.highgatevt.org

Heidi Britch-Valenta
Town Administrator
Planning & Zoning Admin.
Ext. 205
hvalenta@highgatevt.org

Shelley Laroche
Town Treasurer &
Deputy Tax Collector
Ext. 204
slaroche@highgatevt.org

Wendi Dusablon
Town Clerk
HRD, Planning & Selectboard Clerk
Ext. 201
wdusablon@highgatevt.org

Alison, Jeff & Peter
Lester Office & VET Center
Ext. 288
jl Lester@highgatevt.org
alison@highgatevt.org

Patrick Loyer
Public Works Dept.
pkloyer@highgatevt.org
Ext. 207

Jeff Towle
Health Officer
Vermont Emergency
Animal Care Officer

Sharon Bouquet
Bruce Butler
Randy Connelly
Steve LaFar
Joshua LaRoque
Highgate Selectboard

To: Whom it may concern
From : Highgate Town Administrator
Date: May 31, 2017
RE: Fire Dept. Floor Replacement RFP Responses

Today at 11:30am I opened the bids received for the above referenced project in the presence of two witnesses, Wendi Dusablon, Town Clerk, and Shelley Laroche, Town Treasurer. The below listed contractors have successfully submitted a proposal for consideration:

- Gosselin Construction
- PC Construction
- D. Tatro Construction

The complete submissions are attached to this document.

A final selection will be made by the Selectboard based on input from the Fire Department, Hardy Structural Engineering and Municipal Office Renovation Committee. The Selectboard will review the documents at their meeting on June 1st and may make a decision at that time or they may wish to request further information.

Question can be directed to:

Heidi Britch-Valenta
Highgate Town Administrator
868-4697 x 3
hbvalenta@highgatevt.org

GOSSELIN CONSTRUCTION & EXCAVATION
P.O. Box 126
St. Albans, VT 05478-0126

DATE 5/26/2017

Call (802)238-1447 Office (802)527-0160

Town Of Highgate
P O BOX 189
HIGHGATE VT 05459

Estimate

Project: FIRE DEPT FLOOR

DESCRIPTION	QTY	COST	TOTAL
DEDUCT ALTERNATE # 1 OWNER TO TRUCK AWAY MATERIALS	1	2,000.00	2,000.00
ADD ALTERNATE # ANY ADDITIONAL STRUCTURAL BASE NEEDED WILL TRUCKED AND INSTALLED AND COMPACTED AT A COST PER YARD	1	25.00	25.00
ADDITIONAL ALTERNATE # ANY ADDITIONAL FILL REMOVED WILL BE AT A COST OF PER YARD	1	7.00	7.00
PLEASE NOTE EXCLUSIONS: PLUMBING, ELECTRICAL, ROCKS LARGER THAN 3" C, LEGAL REMOVAL AND HAZARDOUS MATERIALS AND PERMITS		0.00%	0.00
SIGNATURE			
THANK YOU FOR THE OPPORTUNITY TO BID THIS JOB FOR YOU			
TOTAL:			\$1,032.00

GOBLEIN CONSTRUCTION & EXCAVATION
 P.O. Box 128
 St. Albans, VT 05478-0128

DATE 5/28/2017

Call (802)238-1447 Office (802)827-0160

Town Of Highgate
 P O BOX 189
 HIGHGATE VT 05459

Estimate

Project: FIRE DEPT FLOOR

DESCRIPTION	QTY	COST	TOTAL
ALTERNATE #2 - REMOVE (2) 5'x5' OF CONCRETE FLOOR, DIS-CUT 12" OF EXISTING BASE, DIS-CUT 1' OF BASE IN DIRT AREA. INSTALL NEW BASE, COMPACT IN 8" DEPTH. CONCRETE COVER - 4" LF OF THICKET DRAIN PER PLAN, 15 MIL VAPOR BARRIER, 2" LAYER OF FINISHED PLANK TRUCK WITH 4" REBAR 12" ON CENTER, 12" X 16" SQUARE STEEL ROD 2" ON CENTER, CARBON FIBER BASKETS FOR CONTROL JOINTS, 2" VAPOR PER PLAN, GALVANIZED ANGLE IRON PER PLAN, 16 LAGS SCALED WITH APPROVED FORMULA. CONCRETE BARRIER, CONNECTED TO RE-GRID PER CONCRETE PUMPING.	1	\$5,667.50	\$5,667.50
		0.00%	0.00
SIGNATURE:			
THANK YOU FOR THE OPPORTUNITY TO BID THIS JOB FOR YOU		TOTAL:	\$5,667.50

GOBLEIN CONSTRUCTION & EXCAVATION
 P.O. Box 128
 St. Albans, VT 05478-0128

DATE 5/26/2017

Call (802)238-1447 Office (802)827-0160

Town Of Highgate
 P O BOX 189
 HIGHGATE VT 05459

Estimate

Project: CONCRETE APRON

DESCRIPTION	QTY	COST	TOTAL
ALTERNATE #3 - CONCRETE APRON 4' X 8' X 4" THICK. 4" REBAR 12" ON CENTER, BROOM FINISHED & EDOED AND SEALED. EXCAVATION SAW-CUT BLACK TOP DIS-CUT AREA 12" DEEP AND COMPACT IN 8" LIFT'S	1	4,534.00	4,534.00
		0.00%	0.00
SIGNATURE:			
THANK YOU FOR THE OPPORTUNITY TO BID THIS JOB FOR YOU		TOTAL:	4,534.00

GOSSELINK CONSTRUCTION & EXCAVATION
P.O. Box 126
St. Albans, VT 05418-0126

DATE 5/16/2017

Cell (802)238-1447 Office (802)527-0190

Town Of Highgate
P O BOX 189
HIGHGATE VT 05459

Estimate

Project: FIRE DEPT FLOOR

DESCRIPTION	QTY	COST	TOTAL
ALTERNATE #1 - REMOVE 2000 SF OF CONCRETE FLOOR, DIG OUT 12" OF EXISTING BASE, DIG OUT 3" OF BASE IN TEST AREA, INITIAL NEW BASE, COMPACT 18" (1) FT ³ . CONCRETE WORK: 48 LF OF FRESH BRADY FIRE PLAN, 25 MIB. VAPOR BARRIER, 2000 SF OF FINISHED SLAB 4" THICK WITH #4 REBAR 12" ON CENTER, 18" X 18" SQUARE STUDS, BRID 2" ON CENTER, 3" ARGONIC DEWEL BASECUT FOR CONTROL JOINTS, SAW CUT PER PLAN, GALVANIZED ANGLE IRON PER PLAN, JOINTS SEALED WITH ASSURED FORMULA, CONCRETE DENSIFIER, CONCRETE TO BE 4000 PSI. CONCRETE PUMPING.	1	78,637.50	78,637.50
		0.0096	0.01
TOTAL:			578,637.50

SIGNATURE

THANK YOU FOR THE OPPORTUNITY TO BID THIS JOB FOR YOU



CONSTRUCTION AT 1% WE DO ABOVE AND BEYOND ON EVERY JOB. PERIOD.

May 26, 2017

Held Hinch-Valesta
Town Administrator
2996 VT Route 78
PO Box 189
Highgate, VT 05459-3015

To: Heidi

Re: Town of Highgate - Fire Station Slab Replacement Proposal

I would like to thank you for giving us the opportunity to provide a lump sum proposal for the replacement of the existing slab located at your fire department facility in Highgate, VT. Our pricing is based on Hardy Structural Engineering Drawing S1, Rev. 2 dated April 19, 2017, addendum #1 dated May 16, 2017, Town of Highgate Request for Proposal dated April 25, 2017, and the scope of work detailed below.

SCOPE OF WORK

Division 1 - General Conditions:

- Mobilization of tools and equipment to site.
- General project supervision and management associated with our scope of work.
- Equipment as required to perform our scope of work.
- Demobilization from site.

Division 2 - Earthwork/Removal:

- Sawcut existing slab into blocks for removal.
- Remove existing slab blocks and load into trucks.
- Trim WWP in blocks neat with edges.
- Remove and store trench drain grating for reinstallation.
- Demo existing trench drain and associated support angle.
- Remove drain lines only to the limits as necessary for construction.
- Temporary cap ends of drain lines to protect for later tie-in to existing.
- Heal existing slab blocks and trench drain demo in waste area provided by owner.
- Excavate unsuitable soil in area identified on the drawing.
- Heal unsuitable soil to waste site.
- Replace unsuitable soil with structural fill.
- Excavate down 1" in all other areas of slab replacement.
- Heal above material to waste site.

PL Construction Company 12 S. S. Rd. Ste. 101, South Burlington, VT 05403 802.527.4120 www.plconstruction.com

DATE IMPROVED ENTRY

- u. Replace 1" of subbase under slabs with structural fill
- o. Excavate/backfill, as necessary, to install formwork.
- p. Fine grade subbase material for new slabs.
- q. Place 15 mil vapor barrier over new subbase.

Division 5 - Concrete

- a. Form/Strip trench drain base slab.
- b. Set replacement drains in trench drain base slab.
- c. Connect new drain into existing at location where it was capped to accommodate the new construction.
- d. Install trench drain base slab reinforcing steel.
- e. Place/finish 4,000 PSI trench drain base slab concrete.
- f. Apply concrete sealer to trench drain base slab.
- g. Set isolation joint material between the new slab and the existing foundation walls.
- h. Install joint sealer for above.
- i. Form/Strip trench drain and overhead door wash.
- j. Set embedded angle for trench drain and overhead door wash.
- k. Drill and epoxy reinforcing steel at the overhead door wash.
- l. Install slab on grade/trench drain reinforcing steel.
- m. Place/finish 4,000 PSI slab/trench drain concrete.
- n. Install saw-cut control joints per the layout on the drawing, including sealant, square steel rod, and dowel baskets.
- o. Seal new concrete slab with Ashford Formula Concrete Densifier.
- p. Reinstall existing trench drain grating removed for demolition.

FIRE DEPARTMENT SLAB REPAIR/REINFORCEMENT PROJECT PHICING:

Base Bid:	\$174,000.00
Alternate #1:	Deduct from Base Bid: \$6,800.00
Alternate #2:	Deduct from Base Bid: \$23,500.00
Alternate #3:	Add to Base Bid: \$8,000.00

CLARIFICATIONS

- a. We have not included any cost in our proposal for a performance and payment bond.
- b. Our proposal is firm for thirty days.
- c. Our quotation includes sales tax.
- d. We exclude any costs associated with 3rd party professional services.
- e. All necessary permits and associated fees are by others.
- f. Our proposal includes workers' compensation and general liability insurance only.
- g. We have not included any cost in our proposal for the sampling, handling, abatement or disposal of contaminated materials including, but not limited to, contaminated soils, lead paint, asbestos, etc.
- h. Our proposal assumes adequate space for construction laydown and temporary tool storage trailer(s) located in or near the work space.

- i. Our proposal includes the cost for dumpsters for materials that can't be disposed at the Highgate Debris Site.
- j. Our proposal is based on normal work hours Monday through Friday.
- k. Our bid is based on a rapid response by the owner and/or engineer for direction on unforeseen conditions, to keep the scope of work moving forward.
- l. We have not included any cost for temporary toilet facilities. We have assumed that we can use the existing bathrooms at the building.
- m. We have not included any cost for temporary power. We have assumed that we will be able to use the existing electrical service for our power requirements.
- n. We have not included any cost for water required for construction. We have assumed that we will be able to use the existing service at the facility for our water requirements.
- o. Our proposal is based on mutually agreed upon contractual terms and conditions, payment terms, and construction schedule.
- p. The drain pipe demolition/replacement is limited to the extents are required to remove/replace all the trench drain. We have not included replacement of the entire drain system in the construction area.
- q. Our proposal includes the over excavation in the stated area and removal and replacement of 1" on subbase in the balance of the slab replacement area. We have not included any extra over excavation in addition to the areas indicated above.
- r. Our proposal includes placing the slab in one placement, therefore, we have only included saw cut control joints in the locations indicated on the drawing. We have not included any cost in our proposal for expansion joints.
- s. Our proposal excludes the removal and reinstallation of the existing main doors. We will seal the slab flush with the face of the wall in which these main doors are installed. We have not included any cost to pour over the foundation walls in these locations.
- t. We exclude any costs associated with replacing the sealer on the overhead door.
- u. Our proposal is based on disposal of the cold patch material on the existing floor at the Highgate Site, which is where the concrete and soil are to be deposited.

Thank you for the opportunity to be of service. I hope that our proposal meets with your approval. If you have any questions or comments, please feel free to contact me at 802-651-1322.

Best Regards,

Shawn J. Clarke

Shawn J. Clarke
Project Engineer

CONSTRUCTION BID FORM

OWNER INFORMATION

Name Town of Highgate
Address PO Box 189
City, State ZIP Highgate, VT 05459
Phone 802/888-4697
Email

CONTRACTOR INFORMATION

Company D. Tatro Construction
Name Dale Tatro
Address PO Box 151
City, State ZIP Eden, VT 05652
Phone 802/371-7477
Email dtatro@tatroconstruction.com

Project name Fire Dept Concrete Fire Replacement

SCOPE OF WORK

Lay-Out, Coordinate with town personnel, demo slab on grade as per plans and specifications, removal of concrete floor, cold patch and fill; removal of inadequate fill material to extent as shown on drawings S1.1; supply and install structural fill and compaction; replace door seals for three bay place and finish new slab on grade as per plans including reinforcing bars, dowels and support, saw cuts, wet cure sealer, trench drain, new angle iron. Scope per Drawings dated 4.19.17 and also Addendum #1 dated May 16, 2017.

BID ALTERNATES

Item #1: Owner to provide all trucking and disposal material to disposal site: (\$500.00)
Detail #2: As shown on drawing S1.1, dated 5.16.17, in lieu of full replacement: (\$17,000.00)
Add Alternate #1: Provide new concrete lip on front of cover door as per drawing dated 5.15.17: \$5,000.00

COMPANY PROPOSAL

We, D. Tatro Construction, propose to complete the scope of work for the base bid price of \$104,700.00

Submitted by (Company Representative)

Date 5-26, 2017

OWNER ACCEPTANCE

I. Selectboard Items

- The closing is tomorrow, June 2nd, on the Machia property. Sharon met with Keith Machia prior to this meeting and they walked the property. The house is fairly clean. The electricity is being turned off tomorrow. They are all moved out and relocated to Cook Road. Some debris remains in the storage sheds. There will be padlocks installed at the end of the day tomorrow. Sharon thanked Keith Machia and the Machia family. They have been very good to deal with, even throughout some family tragedy. There is one tree, a small mountain ash, that Scott Machia planted in front of the property that his son asked if they could take and relocate with them. Keith also wished the town the best and is excited to see something done with the property. He also would like to donate to the project, whatever is decided, and perhaps a plaque placed with his parents name for them to be remembered.

J. Upcoming Events

June 6	6pm	Parks & Rec. Mtg. @ arena
June 7	6:30pm	Library Trustee Mtg. @ library
June 8	6pm	DRB Mtg.
June 15	7pm	Selectboard Mtg.

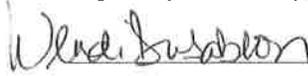
K. Executive Session

Motion by Sharon Bousquet for the Selectboard, Town Administrator and Michael Casella to enter into executive session @ 9:21pm to discuss legal and contracts, where premature general public knowledge would place the town or the individuals involved at a substantial disadvantage. The motion was seconded by Steve LaFar – **APPROVED**. Motion by Josh LaRocque to exit executive session @ 10:30pm. The motion was seconded by Steve LaFar – **APPROVED**.

L. Adjournment

Motion by Josh LaRocque to adjourn the meeting @ 10:31pm. The motion was seconded by Bruce Butler – **APPROVED.**

Respectfully submitted by,



Wendi Dusablon, Highgate Town Clerk

Minutes approved by,



Sharon Bousquet - Chair, Highgate Selectboard