

Town Council Meeting
May 25, 2011

COUNCIL PRESENT: Oscar Emerson, Audrey Wilcox, Fred Gifford, Lillian Coulter, Nicholas Wood. Town Office staff present, Town Manager Melissa Doane

ROBERT FENNEY, ARCHITECT FIRE STATION PROJECT: Motion made by Councilor Emerson to reconsider the vote and motion taken May 11, 2010 regarding the choice of the general contractor for the fire station project, seconded by Councilor Gifford, Councilor Chair Emerson asked if any Town Council member had any potential or perceived conflict of interest on the vote, to please make the statement at this time. Councilor Wilcox stated that her son is Brian Wilcox that is an electrical contractor that may be chosen by a general contractor to do electrical work on the project; she would like to remove herself from the vote and discussion, no further discussion, vote 4/0. Motion made by Councilor Emerson, based on the interviews conducted on May 11, 2010 that Dunbar & Brawn be chosen as the general contractor for the fire station project, seconded by Councilor Gifford, no discussion, vote 4/0.

Robert Fenney stated that he has spoken with Dunbar & Brawn reviewed their qualifications, subcontractors etc. A contract will be presented tonight listing Dunbar & Brawn as the general contractor. He wished to speak to Town Council about the sprinkler system, as he has mentioned previously it came late in the bidding process that there was not enough pressure or flow to operate a sprinkler system. He is proposing that until the flow is known, a determination cannot be made; the contract proposed includes the sprinkler system, with the caveat that once the information is available what it will cost to do a system or the Town Council can back out of the system all together. He also stated that in going over the potential subcontractors a different site work contractor was chosen and a different water pipe was necessary, the pipe change has been reviewed and approved by the engineer and water district. He further stated that he is very happy with the list of subcontractors. He presented a standard AIA contract which is used for construction projects in Maine. Councilor Gifford asked about work guarantee, Mr. Fenney stated that in the specifications there are specific guarantee, as coming to end of the project the substantial completion, the building is reviewed acceptance is given to the contractor, at that point there is a one (1) year guarantee on the project, in addition to that there are guarantees on specific items such as shingle, boiler etc. As the one year anniversary date approaches, Mr. Fenney will contact the town and review the building. Other items required in the documents, is a guarantee bond stating that Mr. Dunbar is responsible and able to sign contract, performance bond if contractor unable to complete the bond company would provide that the work is complete, the other is a payment bond which provides that subcontractors are getting paid. Mr. Fenney stated that every time a payment is made the contractor must present notification from the subcontractors that payment has been made. Manager Doane asked how many pay recs will be anticipated. Mr. Fenney stated the project is slated for 180 days and one payment per month to Dunbar & Brawn. He suggested that the payments are reviewed with the contractor, Town Manger, Fire Chief and other building committee members. Mr. Fenney will meet with the contractor on a weekly basis to review the project.

Mr. Fenney stated that he would do the cement board siding for \$5400, the siding is an upgrade. This amount has been included in the contract. Manager Doane asked what Mr. Fenney's opinion was on the sprinkler system. Mr. Fenney stated that the State is in favor of the issue. Manager Doane asked if the system was in the entire building or just the administrative section, Mr. Fenney stated that it would be in the entire building. Chief Gifford stated that it would lower the insurance rate; Councilor Emerson stated that it would be needed for a public assembly. Councilor Emerson asked if the sheetrock would need to be changed if there is no system. Mr. Fenney stated that there would be a change; more would be paid for a 2 hour timeline. He added that the building was designed to use as a public assembly system, with appropriate door placement. Manager Doane asked what the testing procedure was for the system, such as the emergency lighting that requires monthly checks. Mr. Fenney stated that it has alarms on the system.

Councilor Emerson asked about the siding, considering that a pump may be needed to operate a sprinkler system. Mr. Fenney stated that the building will last longer with less maintenance and at \$5400 is a bargain and the project is \$180,000 less than anticipated. Councilor Emerson asked for an estimate on a booster pump for the system. Mr. Fenney stated that if it is discovered that a booster pump is needed and cost is significant, a change order can be made by the Town to take the siding out. Manager Doane stated that option was fair.

Mr. Fenney presented a cost analysis which provided specific cost for the project that is used when paying for the project. Manager Doane stated that the breakdown lists the sprinkler system as \$28000 however the change order lists \$18000, Mr. Fenney stated the change is due to the increase in sheetrock cost associated with no sprinkler system. Manager Doane stated that something would be needed to give to the insurance list to provide the builders risk. Mr. Fenney explained to Town Council that builders risk provides coverage for the town's liability during the project, explaining that if something happens to the building or materials it covers the liability. Manager Doane stated that Maine Municipal is requiring the insurance. Councilor Emerson asked if that was typical with a project this size, Mr. Dunbar stated that it was, if the contractor provides the insurance there would be a mark up, if the Town obtains the insurance it introduces the insurance company to the building.

Mr. Fenney asked if the Town Manager would sign the contract or the Town Council. Manager Doane stated that the Town Council will sign the contract. Councilor Emerson agreed stating that authority is needed for Manager Doane to sign.

Councilor Gifford made a motion to accept the contract as presented, Councilor Emerson seconded, no discussion vote 4/0.

REVIEW OF MINUTES: Councilor Gifford made a motion to accept the May 11-10 minutes as presented, seconded by Councilor Wood, no discussion vote 5/0.

CITIZENS REQUEST: None

MANAGERS REPORT:

Blue Collar Yard Pro's owner Christopher Albert has stopped by the Municipal Office to inquire on the condition of the mowing. Manager Doane feels that he is doing a great job, there have been no complaints. She has asked him to look at trimming back the hedges at Evergreen Cemetery more than normal to improve the visibility when driving.

Cemetery Committee meeting was held on May 19, 2010, items discussed was having the Cemetery Superintendent; Charlie Wilcox will have Peter Currier give him a price for a gravel road in Knapp Cemetery to have more lots easily accessible. He also is going to attempt to mark off some of the plots that are available so interested parties can see them. Manager Doane has ordered a sign to be placed at the entrance of Evergreen Cemetery stating that all work in the cemetery must be approved by the Superintendent and the Municipal Office. Also discussed was looking into a better looking and functional gate. She noted that Charlie is doing a great job as the superintendent and has been extremely helpful.

The spring clean up was held on May 21 and May 22, Manager Doane worked most of the day Friday it was busy and very successful. There are a few remaining items that she will have to address, a couch was left on the opposite side of the road on private land and a TV was left behind the municipal building.

Manager Doane was once again invited to the Chemo Pond North Associations annual meeting which is to be held on June 26, 2010. She will not be able to attend as she has made previous plans to go to the New Hampshire, she will however be sending a letter that can be distributed at the meeting.

The public hearing regarding the RSU 34 budget meeting will be held tomorrow night May 28, 2010 at 7:00 pm at the Old Town High School Cafeteria. As Manager Doane stated at the last meeting, if the budget passes at the meeting, Bradley's share will be \$1,088,986 which is \$19,551.65 less than last year. Using school surplus amounts, the Town can easily make the net effect for taxes, zero.

Town reports are available.

NEW BUSINESS:

Motion made by Councilor Wilcox to accept the municipal referendum warrant as discussed in public hearing on May 25, 2010, seconded by Councilor Coulter, no discussion vote 5/0.

UNFINISHED BUSINESS: Councilor Gifford asked about Muriel Besse, Manager Doane stated that she did bring items to the clean up on Friday.

MUNICIPAL WARRANTS: Councilor Coulter made a motion to accept warrant 90 in the amount of \$4730.55 and warrant #91 in the amount of \$10865.39, and warrant #92 in the amount of \$2813.74, seconded by Councilor Wilcox, no discussion, vote 5/0.

NEXT MEETING: The next meeting is set for June 9, 2010 at 6:30 pm.

ADJOURN: Motion made Councilor Wilcox to adjourn, seconded by Councilor Emerson, no discussion, Vote 5/0.

DRAFT