

**Town of Proctor Selectboard Emergency Meeting Minutes**  
**Draft**  
**July 24, 2014**  
**8:00 a.m. – 10:50 a.m.**

**Board Members Present**

Bill Champine, Chair  
Bruce Baccei  
John Jozwiak

**Employees Present**

Stan Wilbur, Town Administrator

**Others Present**

Warren McCullough  
Ken Lougee, Belden Company (left at 8:45 a.m.)  
Don Haddox, VT FED  
Dave Eves, D&K  
Tom Doty, D&K  
Rob Maccini, Kingsbury (arrived at 10:00 a.m.)  
Bill Sweet, DN Tanks (arrived at 10:00 a.m.)

**I. Call to Order**

The meeting was called to order at 8:10 p.m.

Before the Job Meetings started, John Jozwiak thanked Roger Bergeron, Tim Raymond and Bryan Redmond of FED and Tom Doty of D&K for talking with him this past week. He appreciates everything they have done for him.

**II. Water System Improvement Project**

• **Contract 5A Job Meeting**

Tom Doty, Dave Eves and Ken Lougee reviewed progress since the last job meeting. Carpentry work on the building will be finished up in the next couple days. Belden is waiting for Jon Champlin to get here to work on instrumentation. Finish grading around valve vault and building and repair of driveway should be next week. Tom Doty has addressed Paul Lasky (Ella Taranovich's grandson) concerns regarding repair of the driveway. Submittals are up to date. Tom Doty talked with Jon Champlin and Jon expects it will be 5 more weeks before instrumentation is delivered. South Street vault vents have been cut down and painted and talking with Our Yard about planting crab apple trees and/or placing planters at the site. Belden submitted payment request #5. The request has been reviewed and certified by D&K. The contract is 85% complete. Belden's schedule has wrap up in a week and a half. Certified payrolls have been submitted to D&K for checking. Belden wanted to know if the logger is coming back. They are holding off finish work. The Town will send a letter to the property owner asking the status of logging. All valves will be marked before the logger comes back. Town will seal the concrete sidewalk and the South Street vault. Discussion

regarding a change order to shut the job down after Belden has completed everything except instrumentation work. Next job meeting will be August 7. Tom Doty will be at the next Selectboard meeting to review progress, discuss payment request and answer questions.

Bruce Baccei made the motion at 8:45 a.m. to recess the Selectboard meeting until 10:00 a.m. today. The motion was seconded by John Jozwiak and approved by majority.

The meeting was reconvened at 10:00 a.m.

- Contract 4A and Contract 4B Job Meetings  
Tom Doty, Dave Eves and Rob Maccini reviewed Contract 4A progress since the last job meeting. All rock has been removed and stockpiled. The section of pipe along the access road has been completed and capped. DN Tank has working at the site and Kingsbury is more or less closed down. Everything is holding up real well even with the heavy rain last night. Kingsbury is ahead of schedule. Question regarding pipe depth of bury; all new pipe 5 1/2 feet deep. Maybe shallower at connections to existing pipe, but addition fill material will be placed over pipe at these locations. Insulation will be placed over the pipe where it goes under culvert. All valves will be marked.

Tom Doty, Dave Eves and \_\_\_\_\_ review Contract 4B. DN Tank will finish the floor reinforcing this week and are scheduled to pour the floor slab next Thursday. Reinforcing is not coated. Compaction test were not performed, but both D&K and DN Tank have reviewed and are satisfied with the base preparation. Cement truck have not had any problems accessing the tank site. It will take 4 to 5 hours to pour the floor. DN Tank was asked to provide and new schedule. Kingsbury is wondering when they will be back on the site.

Question regarding the cut slope behind the tank. It is laid back a little farther with a shallower slope than called for on the plans.

Valve vault and electrical manhole submittals for Contract 4A pending and building submittals are needed. Contract 4B submittals all caught up. Need information for what will be on the plaque.

Kingsbury submitted payment request #2. The request has been reviewed and certified by D&K. The contract is 46% complete.

Work hours defined at the pre-construction meeting are between 7:00 a.m. and 5:30 p.m. Monday through Friday. DN Tank requested changing the work hours to between 6:00 a.m. and 7:00 p.m. for Contract 4B. Bruce Baccei made the motion to approve changing the work hours to between 6:00 a.m. and 7:00 p.m. on a trial basis. The motion was seconded by John Jozwiak and approved by majority. A letter will be send to all residents on Grove Street Olympus Road, Warner Avenue and Tower Road notifying them of the change. Concrete trucks will not arrive on site before 7:30 a.m.

DN Tank first payment request will be reviewed at the August 7 meeting.

The Town will contact Green Mountain Power regarding permanent electric service to the site.

Kingsbury asked as to when they will have access to the site and should there be a work stoppage. Tom Doty explained that the contract times were developed to have the contracts run concurrent with Kingsbury responsible for maintaining the road.

Next meeting will be on August 7 at 9:00 am.

**III. Adjourn**

Bruce Baccei made the motion at 10:50 a.m. to adjourn the July 24, 2014 emergency Selectboard meeting. The motion was seconded by William Champine and approved by majority.