

Town of Proctor Selectboard Special Meeting Minutes
Draft
November 20, 2014
10:00 a.m. – 10:45 p.m.

Board Members Present

Bill Champine, Chair
Bruce Baccei
John Jozwiak

Employees Present

Stan Wilbur, Town Administrator
Brian Sanderson, Road Commissioner
John Capen, Highway Department
Jarrod, Trombley, Highway Department

Others Present

Dave Eves, D&K
Chuck Goodling, D&K
Gary Coburn, DN Tank
Rob Maccini, Kingsbury

I. Call to Order

The meeting was called to order at 10:00 a.m.

II. Water System Improvement Project

- Contract 4B – DN Tank
 - Chuck Goodling went through required contract close-out documents. Change Order No. 1 set November 21 as the contract completion date
 - Substantial completion was achieved on October 2, the only punch list item was the bronze plaque and there has been discussion on wording, this will be listed as a warrantee item
 - Discussion regarding surface cracks, DN Tank will inspect the tank in the spring and respond to any questions from the Town
 - Discussion regarding warrantee, contract calls for a one (1) year warrantee, DN Tank submitted a letter outlining the company's policy for dealing with issues that may have come up after the warrantee period, this letter will be attached to the certificate of final completion, the Town asked for a letter from DN Tank outlining tank maintenance recommendations.
 - DN Tank has requested and DuBois & King is recommending final acceptance by the Owner. DuBois & King will get clarification regarding Davis Bacon certificated payroll questions.

The Special Meeting ended at 10:45 a.m. when Selectboard member Bruce Baccei left the meeting to attend a Proctor Prosperity Plan progress meeting with Vermont Community Development Program staff in Montpelier.