

Town of Proctor
Special Selectboard Meeting Minutes
Draft
December 16, 2015
5:00 P.M. – 5:53 P.M.

Board Members Present:

William Champine, Chair
Bruce Baccei
John Jozwiak
Frank Woolf

Employees Present:

Stan Wilbur, Town Manager

Others Present:

Chuck Goodling, DuBois & King

I. Call to Order

The meeting was called to order at 5:00 p.m.

Stan Wilbur asked that Highway Department Hire be added to the agenda. Chair Bill Champine accepted the request with the majority concurring; John Jozwiak objected.

II. Contract 5B Taylor Hill Booster Pump Station Rebid

On December 15, 2015, Jeremy Rathbun and Chuck Goodling sent a memo to the Selectboard outlining several cost saving concepts and the advantages and disadvantages of each concept. They had reviewed the various items with Facilities Engineering Division and Drinking Water and Ground Water Protection Division personnel.

- Concept 1: Remove automatic check valves and valve vaults and replace with manual direct bury buried gate valves. Potential saving; \$15,000 to \$20,000. Board accepted concept 1.
- Concept 2: Change piping from ductile iron to pvc. Potential savings, \$5,000 to \$10,000. Since all piping for the existing system is either ray or ductile iron, the Board agreed to reject this concept.
- Concept 3: Purchase pumps as small purchase. Potential savings; \$7,500 to \$15,000. Concerns related to warranties, coordination between contractor working on the same site, addition engineering expense to setup and bid separate contracts, and .administrative work associated with small purchase. Board agreed to reject the small purchase arrangement, but asked that the pump system be set up as a separate pay item for tracking.
- Concept 4: Simplify pump house structure. Potential savings, \$5,000 to \$10,000. Board agreed to look at reducing the size, removing windows and installing a double door or overhead door in place of the removal wall panel. Agreed to retain the vinyl siding and standing seam roof. D&K to look into these items.
- Concept 5: Construction window between April 15 and October 15. Potential savings, \$0 to \$10,000. Board agreed to extend the construction widow.

Other concepts brought up by the Board.

- Eliminate the emergency generator from the contract and apply for a FEMA emergency generator grant. The Drinking Water Rules may require a generator as part of the initial work
- Use the existing generator at the Chittenden Water Treatment Plant. Town to provide D&K size and specs for the generator to determine if it can carry the load.

DuBois & King will follow up on the accepted items and will review with DEC permit personnel. The goal is to advertise for bids the third week in January.

III. Residential Pressure Reducing Valve Malfunction

Pressure reducing valves were installed in several homes on Cain Street under the Cain Street Pump Station project. In a letter to the board, Mr. & Mrs. Veda, 44 Cain Street, stated that they did not realize the valve in their home did not work from the time it was installed until they had the pressure reducing valve replaced in August. Since the valve was installed under a town contract, they are asking the town to reimburse them \$132.50 for the plumber's bill. Bruce Baccei made the motion to reimburse Mr. & Mrs. Veda \$132.50 for the cost of replacing the pressure reducing valve. The motion was seconded by Frank Woolf and approved by majority.

IV. Highway Department Hire

Stan Wilbur recommended the Town hire Patrick Sherwin for the third Highway Department opening at a \$15,00 per hour rate. Frank Woolf participated in the interview and supported the hire. Copies of Patrick Sherwin's resume were distributed. He has a Class A CDL Permit and has experience in operating Class B trucks. He will take the road test for a Class B license. Stan Wilbur heard from two of his three references and both had nothing but good words regarding his qualifications, character and strong work ethic.

Frank Woolf made the motion to offer Patrick Sherwin the Highway Department Crew position at 15.00 per hour conditioned on receiving clean drug test results. The motion was seconded by Bruce Baccei and approved by majority, John Jozwiak voted no.

VI. Adjourn

Frank Woolf made the motion at 5:53 p.m. to adjourn the December 16, 2015 special Selectboard meeting. The motion was seconded by Frank Woolf and approved by majority.