

Town of Middleton
Board of Selectmen Meeting
November 8th, 2021

Called to order at 6:30 pm.

BOS Members Present: Joseph Varga, Michael Boisvert, Lee Britton

Pledge Recited

Signature Action:

Selectman Boisvert makes a motion to accept minutes as written from September 13th, 2021, September 23rd, 2021, September 27th, 2021. Selectman Varga seconds. Selectman Britton abstains. All in favor. Selectman Britton makes a motion to accept the minutes as written from October 25th, 2021. Selectman Boisvert seconds. Selectman Varga abstains. All in favor.

Public Comment:

Selectman Varga explains first public comment is for anyone who doesn't plan to stay for the entire meeting as stated in the Selectmen's meeting procedures.

No public input.

New Business:

Selectman Varga states since we have a guest we will start with new business. States that Chris Albert is an engineer we hired to engineer the old town hall parking lot so that the water doesn't go into the basement of the building anymore. He has only received one bid when he put it out for bid, the bid is from SUR construction. Selectman Varga asks C. Albert to speak on the bid. C. Albert states not knowing the design until we actually did it the town had a number of \$100,000 for the project. We did a survey for the whole site, we did Geotech pourings, there was no ledge out here, really it is a sandy base material with no gravel. States with the direction of D. Philips and the BOS we looked at lowering the parking lot and creating something with a decent gravel base. We proposed 12 inches of gravel, 6 inches of crushed gravel, 2 ½ inches of base pavement, and 1 ½ inches of top. This is needed for heavy equipment like highway and fire trucks, typical 3 inches of pavement is not efficient for that type of load. We added drainage structures along the front of the building, roof drains and catch basins to collect the water. Put a real sidewalk in and really use the handicap ramp with the design feature. There would be a minimum of 2% slopes and 5% slopes at the fire station bays to get all the water down and away from the building. Tried to design a 50 year product that was never there before. The numbers are the numbers that came out, SUR's numbers are really industry standard numbers as far as site work and paving. \$30 per yard for crushed gravel and paving was all right in line. The structures are all with DOT numbers. The project was split with the highway parking lot in a different number of \$61,000 to complete that section. Highway parking lot needed less grading where as the old town hall it would need to be dropped down 1 ½ feet to get things working better and water away from the buildings. C. Albert states he understands the budget was \$100,000 and that monies have to get spent, could cut things out and that is the boards discretion, but this building is going to be here forever and needs to be protected and done right and would not recommend cutting things out. All material from excavation would be hauled to the salt shed and the New Durham pit where everything can be used again since trucking is the biggest cost. At least get under contract for the \$75,000 to mobilization so you do not lose the \$100,000 highway block grant money that needs to be spent by the end of the year. Selectman Varga states it was funds appropriated about 5 years ago. States to bring everyone up to speed the quote for just the old town hall parking lot and drainage is \$196,210, to add in the parking lot for the highway department would be \$61,125, so the whole thing would total up to \$257,335 if we were going to do everything. States this is way out of where they were hoping the quote was going to be, looking for suggestions from board, believes they lose \$50,000 this year and \$50,000 next year and reality it just goes back to the general fund so it is not really lost and will still be there. Selectman Varga states we may need to appropriate the money at town meeting and have new bids before the town meeting to have a better number. C. Albert states and that way we may have a better response for bids. Selectman Boisvert asks C. Albert how many companies he reached out to for bids. C. Albert responds over half a dozen, all the big companies that we know locally. J. Coskie asks if the bid is for next year to start the work. C. Albert responds this is to get it under contract

before the end of the year to keep the funds for the project. J. Coskie asks how long is the bid good for. C. Albert responds its typically 60 days, but everyone figures it is going to be a next year project. J. Coskie asks if we could reach out to committee that is preserving the old town hall to fund raise to get some funds from them. Selectman Varga responds we need to look at other funds possible that we could have, believes there are some areas that we can get the money from to try to support this, but it has to be looked into to figure it out. R. Tufts-Keegan asks if the bid would be less than that because we will pay for some of the site work, how much has already been paid this year? Just trying to figure out the total amount is \$257,000, have we paid anything out from that. Selectman Varga responds the only thing paid out from the money is for C. Alberts engineering services. J. Kalar states correct me if I'm wrong, but didn't the town vote for \$100,000 the first year and \$50,000 the second year so it would make \$150,000. Selectman Varga responds at the town meeting it was changed to \$50,000 the first year and \$50,000 the second year for a total of \$100,000, we could just top coat it and then it breaks up in 5 years which would waste the money. Selectman Boisvert states that would still have the drainage problem into the buildings. Selectman Varga states the biggest problem is all the water from in front of the town garage and in front of the old town hall runs into the old town halls basement which doesn't help the building for longevity, the town has spent a lot of money rebuilding the old town hall and the board doesn't want it to go away. States his thoughts are leaning towards rebidding it out in January and February to have new numbers for a warrant article for town meeting. Selectman Britton states this is too much money to rush into. Selectman Varga agrees. Selectman Boisvert makes a motion to table. Selectman Britton seconds. All in favor. Selectmen thank C. Albert for his work. C. Albert responds he will reach out to SUR to let them know it will be put out for rebid. Selectman asks C. Albert if he sent a copy of bid specifications to them. C. Albert responded yes.

Old Business:

Department heads.

Police- not present

Emergency management- not present

Assessing- K. Boisvert states everything is good.

Highway- D. Philips states we are in the danger zone with temperatures getting below 30 degrees and could snow anytime. Currently prepping the trucks, installing sanders, start putting wings on, a lot of maintenance has been done to the trucks by getting rid of some of the rust by grounding them down and putting paint on them. Have been checking all the wings and plows. Would like to note that any athletic equipment like basketball hoops, garbage cans, anytime a storm is coming everything needs to be at least 4 ft back away from the edge of the road. The department is ready to go and will have the part time worker coming in sometime in December. If snow does not come early the crew will continue to do maintenance on the trucks and cutting brush on the side of the roads. Selectman Boisvert states to add to that we do have a parking ordinance in town and people will be subjected to a fine or towed. D. Philips states that this will be nothing new just because there is new faces on the crew the same rules in town apply. States he is a little more active in the crew, the plow routes are changing a bit and he will be out there to get more coverage on the main roads sooner.

ACO- not present

EMS- G. Parks presents board with budget for next year, apologizes that it was late due to not being aware of it not being done. Also presents board with total reports from last year and up to date for this year. Month of October 8 EMS calls and 9 Fire calls. States he is very proud to say that all the EMS calls were handled by Middleton ambulance, did not require any mutual aid for them, thanks to Janelle Guarino for everything she does with it. She has had to leave and make up her time at work in order to do this all, she has don't a fantastic job. States 4 of the EMS calls did require a Frisbie medic, it does take some money away from transport, but it is what is best for the patient. States they did order one radio and four sets of gear, which is pre-ordered right now and do not have a price at the moment, but things are taking time to come in so that is the reason for doing it. A lot of maintenance on the vehicles are being done this year, especially because inspection is coming up. Some things have been found

on the older trucks and taken care of, nothing crazy just routine maintenance that's been pushed off until now and is getting taken care of. Selectman Britton states he requested some information from the fire chief, this is it but also needed the run times if I can get those. G. Parks responds absolutely I can get those for you.

Town Clerk/Tax Collector- J. Guarino states everything is good. Selectman Varga asks money still coming in. J. Guarino states it is. Selectman Boisvert states is money still going out. J. Guarino states it is.

CEO- Selectman Varga states the code enforcement officer was in today, for all of those that are unaware we hired a new code enforcement officer and health officer on Friday November 5th, 2021 and he started today. R. Tufts-Keegan asks what is his name. Selectman Varga states Scott LaCroix he is also the building inspector/CEO for New Durham and multiple other towns. States he started today, got a tour of the office, its probably going to take him a little while to get everything going.

Welfare- Not present

Treasurer- Not present

Public Input:

R. Tufts-Keegan asks where will the money for C. Albert be coming from. Selectman Varga states that it came out of the \$100,000 fund for the parking lot. R. Tufts-Keegan states so out of the special warrant article. Selectman Boisvert states it was voted on by BOS for that money to be spent to pay the engineer. R. Tufts-Keegan asks how much was the fee for the engineer. Selectman Varga states about \$10,000. R. Tufts-Keegan asks if the tax rate has been set, if not when that will be. Selectman Varga responds the auditor still needs a couple of things to set the tax rate and are trying to get those things to her. That is the only thing that I know about it and that it's the last step to get it. R. Tufts-Keegan asks if we anticipate it to be done by the end of November. Selectman Varga states he really hopes in comes in before then. R. Tufts-Keegan states that if not we would be in the same predicament as we were last year for the tax rate. Also asks if there is a tentative time to meet for the budget. Selectman Varga states that before we adjourn he was going to go over that.

J. Coskie states because of S. LaCroix wearing so many hats in so many different towns will we have some good contact information put on the website incase anyone needs to get ahold of him. Selectman Varga states that once we get it all we will get it posted on the website, his phone doesn't work at the moment. Selectman Boisvert states that email right now is the best option.

R. Tufts-Keegan asks if Chief Cooper is a salary employee or does he get paid overtime. Selectman Varga states that he gets both. He is salary, but he gets overtime over 43 hours. This was a discussion that I have had with legal over 2 years ago. R. Tufts-Keegan repeats so he is salary, but gets overtime over 43 hours. Both Selectman Varga and Selectman Boisvert answer yes.

T. Coskie states for all the Military vets that are in here on the 11th, there are numerous restaurants throughout the entire seacoast area that will offer free meals. Applebee's 11am-midnight free meal, 99 restaurant 11am-4pm free meal, Aroma Joe's one 24oz free beverage and so on down the line. Selectman Boisvert thanks T. Coskie. Selectman Varga thanks T. Coskie and pays thanks to all the vets.

C. Moody asks what is Chief Coopers over time rate hourly. Selectman Varga responds that he does not have that information in front of him.

Selectman Varga states with no other comments, we need to discuss a time to get together for budget. A discussion between days and times was discussed between Selectmen and R. Tufts-Keegan. Selectman Varga states its usually about 6 hours long to meet over budgets. J. Kalar suggests splitting it between two nights. Selectman Varga states that wont work since we are already a week behind on the process. R. Tufts-Keegan suggests next Monday nights budget meeting night. Selectman Varga states they could make that meeting in to

the BOS budget meeting with budget members and department heads. Selectman Varga states Monday, November 15th, 2021 starting at 3:30pm will be a BOS meeting to have department heads and special guests of the budget committee to go over budgets from the department heads. Selectman Varga states that for any department head that hasn't given the BOS a budget we would like them to give us one prior to this meeting so they can be looked over and have questions prepped for the meeting to go smoothly. Selectman Boisvert asks are we requiring one person from each department to be there to go over the budgets. Selectman Varga responds correct. Selectman Boisvert asks for those who fail to do so? Selectman Varga responds we will have to talk to them because it is a requirement so can hear reasoning on the budget.

Selectman Boisvert makes a motion to adjourn. Selectman Britton seconds. All in favor.

Meeting adjourned at 7:02pm.

Respectfully Submitted:

Kara Boisvert, Administrative Assistant Deputy

DRAFT

Bid

Proposal of S.U.R. Construction, Inc. [company] called the "BIDDER", organized and existing under the laws of the State of NH doing business as Corporation, Partnership, Individual to the **Town of Middleton** herein after called "OWNER".

In compliance with your Advertisement for Bids, BIDDER hereby proposes to perform all WORK For the construction of A New Parking Lot in strict accordance with the CONTRACT DOCUMENTS, within the time set forth therein, and at the prices stated below.

By submission of this BID, each BIDDER certifies, and in the case of a joint BID each party thereto certifies as to his own organization, that this BID has been arrived at independently, without consultation, communication, or agreement as to any matter relating to the BID with any other BIDDER or with any competitor.

BIDDER hereby agrees to commence WORK under this contract on or before a date to be specified in the NOTICE TO PROCEED and to complete the PROJECT within:

210 calendar days for substantial completion.
30 calendar days for final completion

Liquidated damages will be in the amount of \$ 500 for each calendar day of delay from the date established for substantial completion and \$500 for each calendar day of delay from the date established for final completion, as provided in Section 18 of the General Conditions.

BIDDER acknowledges receipt of the following ADDENDUM:

- 1 Addendum # 1 Dated 10/30/21
- 2 Revised Bid Schedule Distributed 11/4/21
- 3 _____
- 4 _____
- 5 _____

The Bidder shall state below what works of a similar character to that of the proposed contract he has performed and provide such references as will enable the Owner to judge his experience, skill, and business standing.

See Attached

Bid Schedule

ITEM NO.	GENERAL CONSTRUCTION	UNIT	QUANTITY	COST	TOTAL
A1	Mobilization, Site Preparation and Restoration, per Lump Sum, The Sum of Seventy-Five Thousand _____ Dollars and Zero _____ Cents (Words)	LS	1	\$75,000.00	\$75,000.00
A2	Remove and Dispose Pavement, per square yard, The Sum of Two _____ Dollars and Zero _____ Cents (Words)	SY	1625	\$2.00	\$3,250.00
A3	Common Excavation, per cubic yard, The Sum of Seven _____ Dollars and Zero _____ Cents (Words)	CY	1,650	\$7.00	\$11,550.00
A4	12" Bank Run Gravel, per cubic yard placed, 304.2, The Sum of Thirty _____ Dollars and Zero _____ Cents (Words)	CY	550	\$30.00	\$16,500.00
A5	6" Crushed gravel, per cubic yard placed, 304.3, The Sum of Thirty _____ Dollars and Zero _____ Cents (Words)	CY	275	\$30.00	\$8,250.00
A6	12" HDPE Drainage Pipe, per linear foot, The Sum of Fifty _____ Dollars and Zero _____ Cents	LF	162	\$50.00	\$8,100.00

A7	15" HDPE Drainage Pipe, per linear foot, The Sum of Seventy _____ Dollars and Zero _____ Cents	LF	64	\$70.00	\$4,480.00
A8	24" HDPE Drainage Pipe, per linear foot with trench patch The Sum of One Hundred Forty _____ Dollars and Zero _____ Cents (Words)	LF	44	\$140.00	\$6,160.00
A9	4' Diameter SDCB, per Each The Sum of Three Thousand _____ Dollars and Zero _____ Cents (Words)	EA	3	\$3,000.00	\$9,000.00
A10	2.5" Base Pavement, 37.5 mm, per Ton The Sum of Ninety-Five _____ Dollars and Zero _____ Cents (Words)	TON	250	\$95.00	\$23,750.00
A11	Cape Cod Berm, per Linear foot The Sum of Eighteen _____ Dollars and Zero _____ Cents (Words)	LF	142	\$18.00	\$2,556.00
A12	1.5" Wearing Coarse Pavement, 12.5 mm, per Ton The Sum of One Hundred Fifteen _____ Dollars and Zero _____ Cents (Words)	TON	150	\$115.00	\$17,250.00

A13	5' Wide Bituminous Sidewalk with gravels, per Linear Foot The Sum of Twenty-One _____ Dollars and Zero _____ Cents (Words)	LF	177	\$21.00	\$3,717.00
A14	Sawcut Pavement, per Linear Foot The Sum of Three _____ Dollars and Zero _____ Cents (Words)	LF	249	\$3.00	\$747.00
A15	Replace Electrical Conduit, per Lump Sum The Sum of Seven Hundred _____ Dollars and Zero _____ Cents (Words)	LS	1	\$700.00	\$700.00
A16	Install SDCB along Ridge road, remove headwall The Sum of Three Thousand Two Hundred _____ Dollars and Zero _____ Cents (Words)	EA	1	\$3,200.00	\$3,200.00
A17	Allowance, provide 2" sheets of rigid installation over the existing waterlines, as needed The Sum of Two Thousand _____ Dollars and Zero _____ Cents (Words)	ALL	1	\$2,000.00	\$2,000.00

Total Bid Schedule – Base (Item A1-A17):

One Hundred Ninety-Six Thousand Two Hundred Ten _____ Dollars

(words)

and Zero _____ Cents.

(\$ 196,210.00 _____) (numbers)

ADDITIVE ALTERNATE

ITEM NO.	GENERAL CONSTRUCTION	UNIT	QUANTITY	COST	TOTAL
AA1	Remove and Dispose Pavement, per square yard The Sum of Two _____ Dollars and Zero _____ Cents (Words)	SY	1300	\$2.00	\$2,600.00
AA2	Common Excavation, per Cubic Yard The Sum of Seven _____ Dollars and Zero _____ Cents (Words)	CU	700	\$7.00	\$4,900.00
AA3	12" Bank Run Gravel, per cubic yard placed, 304.2, per Cubic Yard The Sum of Thirty _____ Dollars and Zero _____ Cents (Words)	CY	450	\$30.00	\$13,500.00
AA4	6" Crushed Gravel, per cubic yard placed, 304.3, per Cubic Yard The Sum of Thirty _____ Dollars and Zero _____ Cents (Words)	CY	225	\$30.00	\$6,750.00
AA5	2.5" Base Pavement, 37.5 mm, per Ton The Sum of Ninety-Five _____ Dollars and Zero _____ Cents (Words)	TON	200	\$95.00	\$19,000.00

AA6	1.5" Wearing Course Pavement, 12.5 mm, per Ton The Sum of <u>One Hundred Fifteen</u> Dollars and <u>Zero</u> Cents (Words)	TON	125	\$115.00	\$14,375.00
-----	---	-----	-----	----------	-------------

Total Additive Alternate – (Item AA1-AA6):

Sixty-One Thousand One Hundred Twenty-Five Dollars
 (words)
 and Zero Cents.

 (\$ 61,125.00)
 (numbers)

Total Base and Additive Alternate:

Two Hundred Fifty-Seven Thousand Three Hundred Thirty-Five Dollars
 (words)
 and Zero Cents.

 (\$ 257,335.00)
 (numbers)

The Owner reserves the right to eliminate or add any configuration of the additive alternates. Owner retains right to an explanation of allocation of costs/schedule of values for significant lump sum items, after receipt of notice of award, but prior to contract signing.

Projects completed in past 3 years (over \$100,000.00):

Contract Amount	Class of Work	Date Complete	Project	Firm Name	Street	City, State & Zip	Contact	Phone Number
546,943	Site	2020	TurboCam, Barrington, NH	Clint Forest Assoc	21 Harbor Hill Road	York, ME 03903	Clint Forest	207-363-3972
559,701	Site	2020	Wentworth Country Club Rye, NH	Northpoint Construction M	22 Hampshire Dr.	Hudson, NH 03051	Scott Cornett	603-546-2000
2,631,761	Road	2020	Market St. Gateway II Portsmouth	City of Portsmouth	680 Peverly Hill Rd	Portsmouth, NH 03801	Dave Desfosses	603-427-1530
468,432	Utility	2020	Vaughan/Green Sewer, Portsmouth	City of Portsmouth	680 Peverly Hill Rd	Portsmouth, NH 03801	Dave Desfosses	603-427-1530
1,964,165	Site	2020	Robbins Block, Dover, NH	Fulcrum Associates	5 Tech Circle	Amherst, NH 03031	Jeff Luter	603-673-3200
1,551,026	Site	2020	AC Hotel, Portsmouth, NH	Pro Con	PO Box 4430	Manchester, NH 03108	Lance Bennett	603-623-8811
2,651,422	Site	2020	Indian Ridge, Dover, NH	Indian Ridge at Dover, LLC	42 Dover Point Rd, Unit J	Dover, NH 03820	John O'Neil	603-749-3800
302,574	Site	2019	Liberty Mutual Entrance	Careno Construction Co.	270 West Rd, Ste. 4	Portsmouth, NH 0381	Steven Hogan	603-436-1006
173,757	Site/Utility	2019	Berwick Academy	Berwick Academy	31 Academy Road	So. Berwick, ME 03908	Jason Murray	207-384-6106
957,455	Site	2019	Waste Mgmt Residential Drop	Waste Management	30 Rochester Neck Road	Rochester, NH 03839	Anne Reichert	603-231-0616
364,518	Road	2019	Sidewalks, Rochester, NH	City of Rochester	31 Wakefield Street	Rochester, NH 03867	Peter Nourse	603-332-4096
647,799	Road	2019	Epping Rd/Continental Rd Inter	Town of Exeter	10 Front St.	Exeter, NH	Paul Vlasich	603-773-6157
649,417	Site/Utility	2019	Green Hill Subdivision, Somers	River Valley Development	9 Patriot Dr.	Dover, NH 03820	Mike Patnode	603-343-4189
1,473,345	Utility	2019	Epping Road Utility Ext., Exeter	Town of Exeter	10 Front St.	Exeter, NH	Paul Vlasich	603-773-6157
668,262	Site	2019	Spaulding HS - Creteau Tech C	Harvey Construction	10 Harvey Road	Bedford, NH 03110	Kathy Miskoe	603-624-4600
1,794,923	Road	2019	NH DOT Portsmouth 13455 D	NH DOT / ED Swett	8 Industrial Park Dr	Concord, NH 03301	Stephen Cole	603-224-7401
443,344	Site	2019	Freestown Woods, Raymond, N	River Valley Development	9 Patriot Dr.	Dover, NH 03820	Mike Patnode	603-343-4189
6,256,789	Site/Utility	2019	Dover High School	PC Construction	131 Presumpscot St	Portland, ME 04103	Garret Bertolini	207-874-2323
267,479	Site	2019	Waste Mgmt Borrow, Rochester	Waste Management	30 Rochester Neck Road	Rochester, NH 03839	Anne Reichert	603-231-0616
1,081,859	Road	2018	Andrew Jarvis Intersection	City of Portsmouth	680 Peverly Hill Rd	Portsmouth, NH 03801	Dave Desfosses	603-427-1530
791,425	Utility/Road	2018	Hanson St Recon	City of Dover	288 Central Ave	Dover, NH 03820	Doug Steele	603-516-6450
541,239	Utility/Road	2018	Sherwood Glenn MHP	Penta K Realty Trust	247 Concord Rd.	Wayland, MA 01778	Brian Kaufman	508-328-3011
339,109	Site	2018	Optima Bank	Sullivan Construction	258 South River Rd	Bedford, NH 03110	Craig Liffner	603-647-1777
2,295,049	Site	2018	235 Commerce Way	Pro Con, Inc.	PO Box 4430	Manchester, NH 03108	Brian Knox	603-623-8811
469,769	Utility	2018	Colonial Pines Sewer-CO	City of Rochester	31 Wakefield Street	Rochester, NH 03867	Peter Nourse	603-332-4096
4,204,598	Site	2018	WM Cell #12	Waste Management	30 Rochester Neck Road	Rochester, NH 03839	Anne Reichert	603-231-0616