Selectmen's Discussions and Decisions
January 9, 2014

Selectmen present: Tom Hohn, John Norton, and Marie Harmon

1. Motion made by John Norton to accept the meeting minutes from 1/6/2014.
   2nd by Marie Harmon
   Vote: 3-0 motion passes

2. Discussed conversations with plowing contractor, Coastal Landscape, Construction, and Snow Services.

    a. Discussed the addition of a 3rd driver. Due to the severity of the recent storms, Coastal increased their number of drivers in all of their service areas. For the 3rd driver, Coastal also wanted to hire from the Island.
    b. Because the addition of a 3rd driver was not part of the original contract, the Board of Selectmen will draft a letter to Coastal to discuss the charges for the additional driver.
    c. As per allowances in the contract, the Board of Selectmen will exercise more control over Coastal's services so as to maintain the budget.

3. Met with Dick Murphy to update progress on Community Center Revitalization Project.

    a. John contacted the Town Code Enforcement Officer (CEO), Jim Nagel, to discuss Doten Construction. CEO reminded John that the new Community Center will have to meet new standards for energy efficiency, handicap access, roof inspection, and will need Fire Marshal approval. The Town would need to hire an architect to review the design-build plans to assure that they conform to the new building codes and/or to authorize payments for work completed. CEO provided John with a list of architectural firms that he feels confident would provide the Town with the most reliable service.

    b. John met with Doten Construction to discuss structure of contract.
        i. Meeting to clarify responsibilities when structuring a contract. It was decided that the Town would hire an engineer/architect to assure quality and to authorize payments.
        ii. John contacted L&L Structural Engineering (recommended by both CEO and Doten Construction) to discuss the project. L&L agreed to provide early review of the project before signing on as the engineer/architect. Early review would allow the Town to have a finished design and a locked price before construction begins.
        iii. Board of Selectmen is confident that, using both Doten Construction and L&L Structural Engineering would provide the best outcome for the Community Center.

   <u>Action: Dick Murphy to arrange meeting with the Community Center Revitalization Project Committee to discuss the progress and to begin planning the next steps. Board of Selectmen will continue discussions with L&L Engineering.</u>

4. Discussed organizing informal advisory discussions with former Selectmen.

5. Met with Recreation Director

    a. Recreation Director provided an update on the Department from the last meeting.
        i. Discussed moving all of the Department's summer programming to either the VFW Hall or to the Long Island School. This decision would be dependent on the VFW Hall's rental schedule. The Recreation Department would prefer to move programs to

the VFW Hall because of it's central location and, general, availability during the workweek in the summer (Mon-Thurs), when the Rec Dept hosts its programs.

ii. The Board of Selectmen would prefer that the school be better utilized for summer programming. Further discussions tabled until a later date closer to summer.

b. Discussed what involvement, if any, should the Recreation Department have in financially supporting the 4H Club.

i. The Finance Committee has tasked the Departments to keep their budgets static and adding a line item to the Recreation Department budget might not be feasible this year with overhead expenses increasing for a year-round operable building.

ii. Discussed the importance of branding programming 4-H and/or Recreation Department.

6. Discussed air quality testing at the Fire Station.

<u>Action: Board selected a proposal from DeWitt-Kimball Complete Home Evaluation Services to conduct the study.</u>

Erin Crowley – Deputy Minute Recorder