

## Minutes of Selectmen's Meeting – June 24, 2014

Present: Philip Keenan, John Sears, Bob MacLean – Board  
Virginia Gabert – Administrative Assistant  
Charlie Stetson, Ritchie Gould

The meeting was called to order at 7:31pm.

1. Review and signing of treasury warrant – warrant was reviewed and approved unanimously.
2. Highway Supply bid opening – Bids were opened for Highway Supplies for FY15. See attached bid summary for results.
3. Status update on East Road – Stantec proposed transferring some funds originally allotted to East Road over to Forge Hill Road to cover the additional engineering. Board unanimously approved the re-allocations. The Board approved going ahead with bid specs and advertising asap for East Road.
4. Review town insurances renewal quote – Renewal is almost \$3,000 less than last year. The Board opted to turn down terrorism coverage, and approved the renewal quotes.
5. Discuss status of Treasurer and Tax Collector positions – Discussion ensued about running individual ads or a single ad. It was decided to run a single ad for one 6-day run to begin with. Bob will contact Carla Clark to see if she is interested. The Job Description Review Committee will do the initial screening. John will speak with other Selectmen at the Mohawk Long Range Planning Committee meeting to see if he can get any suggested candidates. Charlie had no additional changes to the job descriptions as drafted, so the Board voted to accept the drafts of the Treasurer; Tax Collector and Accountant Position Descriptions.

The MOU between the Board and Charlie was discussed. Charlie stated that the substance of the document is fine, and he agrees to it, but would prefer not to have to formally sign it. Phil accepted a verbal agreement; Bob and John also agreed to accept a verbal agreement.

Charlie asked if the Board had thought of an audit. Virginia explained that she and Charlie will work to close the FY14 books as soon as possible and file for free cash certification so that it will hopefully be certified in time to cover the audit, reval, and truck repairs (at a Special Town Meeting).

6. Review status of appointments – Virginia reported that Alice Parker is interested in being Representative to Nilman Scholarship Committee, but would like more information about it first. Virginia is working on obtaining the information. Paul Norcross is willing to serve on the ZBA or Planning Board. The Planning Board's first choice is Peter Beck, but his availability is unknown.

7. New business

1) Bob will review prior truck bid specs and the state bid. He will have more information at the next meeting.

2) Charlie reported that he is putting a number of accounts into Tax Title.

There being no further new business, the meeting was adjourned at 9:31 pm.

Respectfully submitted,  
Virginia Gabert, Administrative Assistant

Minutes accepted by Board of Selectmen:

\_\_\_\_\_  
Philip Keenan

\_\_\_\_\_  
John Sears

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Robert MacLean

DIESEL FUEL, GASOLINE, PROPANE GAS, HIGHWAY PRODUCTS BID RESULTS

for fiscal year 2015 (July 1, 2014 through June 30, 2015):

(1) Delivery of **Diesel fuel** - bids should include winter blend from October 15 through March 15.

Approximate annual usage is 5000 gallons.

- Sandri: \$3.57 fixed

Bid awarded to Sandri

(2) Delivery of **89-octane gasoline** – Approximate annual usage is 1000 gallons.

- Sandri: OPIS + \$0.29 fixed markup (variable)

Bid awarded to Sandri

(3) Delivery of **propane gas** for one 1000 gallon tank at the Town Garage, and two 500 gallon tanks (one each at the Town Office and the Fire Department) – fixed price preferred. All tanks are town owned.

(Approximate annual usage is 5000 gallons).

- Sandri: Selkirk average + \$0.40 (net delivered price of \$1.6393 on June 20)

- George Propane: \$1.949

Bid awarded to Sandri

(4) **Highway products** as follows:

4a. Winter sand (price per ton delivered)

Bid must specify if sand is screened or washed. In awarding the bid, preference will be given to screened sand.

Approximate usage is 2,000 tons per year.

- Mitchell Sand & Gravel: \$13.50/ton screened  
- Delta Sand & Gravel: \$16.35/ton screened  
- Lane Construction: \$15.00/ton screened and washed

Bid awarded to Mitchell Sand & Gravel

4b. Winter rock salt (price per ton delivered)

Approximate usage is 300 tons per year.

- American Rock Salt: \$77.45/ton  
- Cargill Deicing Tech: \$79.40/ton  
- Eastern Minerals: \$89.75/ton  
- Morton Salt: \$82.31/ton

Bid awarded to American Rock Salt

4c. Bituminous concrete (price per ton) – picked up

4c1. Hot patch. Approximate usage is 50 tons.

4c2. Cold patch

- Warner Bros: Hot \$69.00/ton (Deerfield)  
Cold \$109.00/ton  
- Lane Construction: Hot \$69.00/ton (Northfield)

Bid awarded to Warner Bros. for Hot Patch. (Cold patch not awarded at this time. Will re-bid if needed.)

4d. 1 ½" SRG Gravel (price per ton; include weight per cubic yard. Approximate usage 500 tons.)

In awarding bid, consideration will be given to quality and distance for pick-up.

4d1. Picked up.

4d2. Delivered.

- Mitchell Sand & Gravel: Pick-up \$9.25/ton (Northfield)  
Deliver \$16.00/ton  
- Delta Sand & Gravel: Pick-up \$9.30/ton (Sunderland)  
Deliver \$17.35/ton  
- Sugarledge Stone Quarry Pick-up \$9.75/ton (Cummington)  
Deliver \$14.85/ton  
- Lane Construction: Pick-up \$9.50/ton (Northfield)  
Deliver \$17.00/ton

Bid awarded to Sugarledge Stone Quarry for both Pick-up (due to location) and Delivery.