

Town of Groton
Select Board Work Session Minutes
June 25, 2024

In attendance: John Rescigno, Tony Albert, Ron Madan and Sara Smith (Town Administrator)

John called the meeting to order at 5:00pm.

Chip Sealing Bid

At the Select Board meeting last week the Select Board opened the sealed bids for the chip sealing. They only received one bid which was from All States Construction, Inc. The bid had the cost per ton but didn't have an overall cost. The Select Board had asked Sara to reach out to get the total cost. Sara did contact the company and they sent the updated cost of \$52,692.65 based on the measurements provided in the bid. They also provided a proposal/contract. Sara mentioned the warrant article was for \$55,000.00 so there is some room if the measurements were off at all or if a little more work is needed. **John motioned to accept the chip seal bid and move forward with the project by awarding it to All State Construction, Inc with the chip sealing project and signing the proposal/contract, Tony 2nd, so voted.**

Sara will send them the signed proposal/contract and will see when they think the work will take place.

Update on Public Works Building

Sara stated that Rena from USDA emailed back regarding the questions Sara and Doug sent over. She stated the following:

1. The RD architect has reviewed and recommend notice to proceed to Rena. It is then up to the LS to review any outstanding items needed before the LS provides the Notice to Proceed to the town.
2. There is no form for tabulation, the Town will just need to provide whatever we used to show all the bids submitted and why we selected the contractor you did. This to include a statement from the Architect that they reviewed the bid and recommend to the owner to accept bid per the review.
3. The notice to proceed is for the construction bid with the selected contractor. The contract should be between the town and the contractor.

Sara said that she sent the spreadsheet she had created that shows information on both bids and the minutes from the Select Board Meeting on April 2, 2024 that shows that the bids were opened that night, that only two bids were received, the amounts of the bids, that the Select Board agreed they would recommend the lowest bidder and that the Select Board tabled this and the project was not awarded at that meeting. The architect just sent over right now their recommendation letter so we can move forward with the notice to proceed with the contractor. They did recommend Kuplin Land Services as the lowest qualified bidder. The Select Board agreed that since they originally agreed to recommend the lowest bidder and the Architects are also recommending that, to award the project to Kuplin Land Services, LLC. Casey is currently on vacation but it was agreed we should try to set up a meeting with him for next week or whenever he gets back for everyone to sign the notice to proceed and to go over the next steps, etc. Tony will reach out and see when he gets back from vacation and see if he can meet July 2, 2024 at 6:00pm. At that meeting the Select Board can fill out the form and set up the dates of when the project will be completed. Sara will make sure she has all forms that the Select Board and Casey will need to sign. **John motioned that when we get the go ahead to officially award the Public Works Building Project that it will be awarded to Casey Kuplin with Kuplin Land Services, LLC, Tony 2nd so voted.**

Update on building permit concern

After the last meeting Sara had contacted the resident that there was a building permit concern about. The concern was that the permit stated there was no electricity but there are lights in it. The Select Board had told the person that complained that doesn't mean there is electricity in it, there could be a generator or extension cords but that they would look into it. The owner stated that it is a generator and sent videos showing this. He doesn't think it is necessary to have all Selectmen at his house having a meeting regarding this since he didn't do anything wrong. He said he is okay with a selectman coming out but he doesn't think all need to. John said he will go out and look at it. Sara will send him the residents phone number and let the resident know.

Dorchester- Bridge on Province Road

Bubba had contacted Sara that a drill coring guy called him and will be out on Province Road Monday or Tuesday of next week to take samples for the bridge. Sara explained that as of Monday when we got this call that we still had not heard from Dorchester regarding this. Sara emailed them back on 2/14/24 and the AA said that they had an informative letter in the works to send to Groton and Canaan but between budget workshops, DRA reports, writing Warrant Articles, and preparing the Annual Report, she had not had the time to finish it up but she would send it once it was complete. As of yesterday, we still had not received this letter, still had not had a meeting scheduled or received any information from Dorchester regarding this project so Sara emailed Dorchester explaining the call we received and asking for an update or once again to schedule a meeting. Sara sent this email to the Select Board and put it in the review folder.

Sara stated that today we received an email back with the letter and other information regarding the project which Sara sent to the Select Board and put in the review folder. The letter states that they did receive funding to replace the Province Road Bridge. The letter also stated that there is a Public Informational Session executed by HEB Engineers, Inc. scheduled for Thursday, July 18, 2024 at 7:00pm during the regularly scheduled Select Board Meeting at the Dorchester Town Hall. They encourage all of the Select Board and Road Agent to attend so that any questions we may have can be answered by Chris Fournier, a lead designer for the Design Phase of the project. They also stated that questions or concerns that we or the Road Agent have beyond the informational session should be directed to the Select Board office as the Highway Department is not involved in this phase of the project.

Sara explained that she is out of town of July 18th for the entire day. She has the day off and already has plans. If she is back in town by 7pm then she will try to attend that informational session but she cannot guarantee it. Tony said as long as a few of us attend he doesn't think we all need to go. He will plan on attending and would like Bubba to go.

Tony said that once people start using the bridge, Province Road in Groton will be travelled more. Sara said that according to the timeline they provided, it doesn't look like the actual bridge will be installed until 2026 at the earliest. The Select Board discussed that before this goes live, Groton will need to look at updating our signs on that road, look into getting calcium chloride and see what else we will need. We do have plenty of time to look into all of this. Tony said we will probably need to start grading the road every year instead of every other year like we do now.

Tony said we need to look at the bridges on Sculptured Rocks Road and get the weight limits changed since they are new bridges. He is not sure of who we would contact regarding this. Sara will see who she would talk to about this at the State.

Town House Repairs

Sara let the Select Board know that she met with one company so far. They came and looked at everything, took measurements and pictures and will be sending a quote. The only thing that will be different is where they wanted the roof extended to. He said that he should end where the door to the basement is. If he goes out to where they want, there will still be issues with the snow on the emergency stairs because the snow tends to shoot down off metal roofs. Sara will let them know when she gets the quote. She has another company that was going to come out this week but was going to call this week to set it up and has not heard back yet. One of the other companies called and said we are a lot further away than they thought so they will not be able to do this project.

Having no other business to conduct, John motioned to adjourn at 5:28pm, Tony 2nd, so voted.

Respectfully submitted,

Sara Smith
Town Administrator