

**BOARD OF SELECTMEN  
WORK SESSION  
MEETING MINUTES  
NOVEMBER 14, 2011**

**PRESENT:** RICHARD H. HARTUNG, CHAIRMAN; PRISCILLA R. LINDQUIST, SELECTMAN; SEAN P. MURPHY, SELECTMAN; SALLY THERIAULT, ADMINISTRATIVE ASSISTANT

Present: J. Stewart, T. Ramsey, J. Beaudoin, J. Worthen, N. Lynch, J. Graham, C. Dane, P. Williams

The work session was opened at 6:15 pm

The Selectmen met with the Police Station Building Committee regarding an RFP for architectural drawings.

Mr. Stewart updated the Selectmen on the status of new police station plans. He explained that the red team (Building Team) has done as much on the design as they can and would like to go out for proposal for architectural plans. They expect that the cost will exceed the \$5,000 which according to town policy would require a formal proposal. Mr. Emerson explained that they would be looking for architectural help, 3<sup>rd</sup> party inspections, civil engineer help, assistance with stormwater regulations, state permitting, etc. An architectural firm would work with a civil engineer (within) and work as a team. Mr. Emerson explained that according to the building codes, a police station is considered an essential building and because it is open 24 hour a day, needs to be built to a higher standard, and therefore would need special expertise which is above the local expertise. Mr. Ramsey stated that it was essential to move forward with this step in order to go the complete circle and be able to bring the information to the town for voting. Both Selectmen Hartung and Lindquist asked where the funding for this was coming from. Mr. Emerson explained that they need to advertise for the architect to get the final numbers. They want this to get them to deliberative session and town voting to get it to pass. The proposal was to be written to state that there would be no payment until the article was passed at town meeting. It was then agreed that the best thing to do was to put two articles on the warrant. The first article would be for the total bond item (including architectural plans) and the second one for the cost of the architectural plans only. If the bond article passed, the second article would be null and void. If the bond doesn't pass and the second article does, the firm would get paid. If neither passes, then the firm does not get paid.

The benefit to getting these plans is that the town would own all the plans instead of relying on one company's design. They own the design plan and septic design.

Selectman Lindquist mentioned that if the bond item fails, it might be the public's way of telling them they don't like the building. It was noted that if the 2<sup>nd</sup> article were also to fail, that might be an indication. Selectman Hartung reminded them that if both were to fail in 2012, the "No means No" would be in effect.

Mr. Stewart asked if it could be in the budget. Mr. Emerson responded that he felt it didn't meet the criteria of a recurring expense, but that it was a one time only expense and should be on the warrant as separate. Selectman Murphy asked how the plans they were looking for now were different from the design plans just purchased with the donated money. Mr. Emerson responded that they were construction drawings. Mr. Ramsey stated that an architectural stamp and guarantee are needed and to be the architect on record. Mr. Stewart stated that the people responding to the RFP would be using the design and bring the design up to the current standard and to assume liability for the plan. All the details will need to be listed and the plans will at this point be very specific. Selectman Lindquist asked if this will help the committee come up with a figure. She was concerned with getting stuck with a building that can't be completed if they run short of money. Mr. Emerson said that he believes that anyone bidding on this would

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be looking out 6 months with costs unknown, they would need to have contingency money budgeted into their cost. He also stated that they would not start a building that couldn't be completed.

Final bullet points

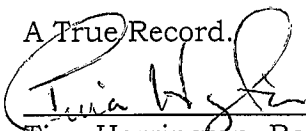
1. Add the item about the fees not being paid unless one of the two articles passes
2. Get the RFP to Town Counsel for review
3. Send the Selectmen the correspondence from Town Counsel.
4. Get the ad into the paper as soon as possible.

There is about \$500 left in the money that was donated to the new police station to use for the cost of the ad and town counsel. Chief Beaudoin stated that he believes the donor would be willing to donate more, if needed.

Selectman Lindquist motioned to accept the proposal with the item about the passing of the warrant articles added in, to be reviewed by Town Counsel, and bring it back to the Board of Selectmen for approval to expedite the ad to the paper. Selectman Murphy seconded the motion. The motion passed.

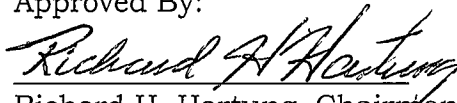
The work session adjourned at 6:45 pm

A True Record.

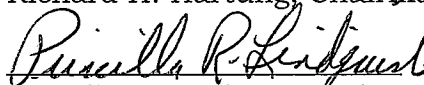


Tina Harrington, Recording Secretary

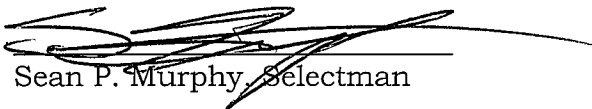
Approved By:



Richard H. Hartung, Chairman



Priscilla R. Lindquist, Selectman



Sean P. Murphy, Selectman