

DRAFT

**PRESENT:** R. P. McDermott, Chairman; M. Kasprzak, C. P. Graham, Selectmen;  
E. N. Small, Town Administrator; L. A. Ruest, Administrative Assistant

R. P. McDermott called the meeting to order at 1:10 p.m.

**WINTER ROAD MAINTENANCE AGREEMENT:** Winter Road Maintenance Contractor Jim Ziolkowski of Environmental Landscape Management and Road Agent D. Robinson were present.

R. P. McDermott asked Board members if there were any changes to the agreement wording they would like to make. It was noted that the Raspberry Farm parking lot will need to be added to the list of areas to be serviced. Following additional discussion, the Board and Road Agent agreed that wooden stake markers should be placed approximately four feet off the edge of pavement at certain curves and cul de sacs in order to delineate the area of the roadway to be plowed. The Board requested that D. Robinson provide information as to the number of stakes needed and the costs. The Board also indicated that the Road Agent is to place the stakes each fall ideally with the contractor assisting.

R. P. McDermott noted that the Board is proceeding with discussion on the indication that J. Ziolkowski would be in favor of continuing the agreement for another year. J. Ziolkowski stated he is in favor of continuing, however, would like to address the number of inches and capped cost with the Board.

J. Ziolkowski reported that the current agreement is a sliding scale type matrix; up-front costs paid, with a per-inch of snow cost based on the average of two companies who report snow accumulations. He stated he felt it was never intended to have a cap set. He reviewed the history of discussions and agreements made with the Board over the past three years and stated he is looking for a percentage increase over last year's contract. The Board discussed last year's below average winter in conjunction with previous years and previous budget amounts. J. Ziolkowski expressed concern in that he felt the agreement with a cap is unfair and not equitable to the Town/contractor relationship.

Discussion took place with regard to options to help with arriving at an agreement that is acceptable to both parties. This included overall costs, expenses, up-front payments, single year versus multi-year contract, budgeting for costs above the capped number of inches, etc. Additional discussion took place with regard to complaints received which included the need to service government buildings entrances/exits/parking areas timely in order to avoid slips or falls. J. Ziolkowski acknowledged an unfortunate event last year and stated that one incident should not discredit a five-year relationship with the Town. It was noted that the issue of damaged mailboxes will be removed from the agreement as the Town is not responsible for damages in this regard.

R. P. McDermott opened discussion to members of the public. S. Volpone, Batchelder Lane, stated he disagreed with some assumptions made by the Board. He stated he felt any savings

DRAFT

from a less than average winter could be set aside for use should there become a winter where costs are exceeded or unanticipated in future years.

The Board worked through adding additional inches to last year's agreement and offered a cap of 78 inches or \$161,202. J. Ziolkowski stated he was okay with this offer, however, was looking for a greater percentage increase and requested that the Town return to the practice of providing two \$15,500 payments at the beginning of the winter season (one paid November 15 and one paid December 15). The Board approved this change.

Referring to the agreement wording, the Board requested that the section of the agreement previously removed that relates to the ability to renew be put back in the agreement. E. N. Small will research and revise the document accordingly. In closing, it was agreed by the Board and J. Ziolkowski to continue with the same snow measuring services as last year. E. N. Small will update the agreement for signature at the Board's August 1 meeting.

D. Robinson stated that he is willing to handle complaints and asked that he be informed at the time and will work with J. Ziolkowski.

Suggestion was made to get information to the residents with regard to the guidelines for placement of mailboxes within the Town's right of way. It was suggested that the document available at the Town Hall be used. Question was raised as to the manner in which to get the information to residents. L. A. Ruest indicated this is an example of information that can be provided through the Town's new web site "subscribe to" section.

**MOTION:** To go out of nonpublic session and \_\_\_\_\_ at \_\_\_\_\_.

**MOTION:**

**SECOND:**

**UNANIMOUS**