

# MEMORANDUM

To: Selectboard  
From: Peter B. Elwell, Town Manager  
Re: Administrative Report  
Date: June 30, 2016



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The following will summarize the proposed motions for the Selectboard meeting on Tuesday, July 5, 2016, beginning at 6:15pm in the Selectboard Meeting Room.

7. **LIQUOR COMMISSIONERS** – *None*

8. **WATER AND SEWER COMMISSIONERS**

A. Black Mountain Water Tank Bid Awards

- (i) *Construction Contract*
- (ii) *Engineering Services.*

(i) *Construction Contract.* The Board is asked to award the bid for the construction contract on the Black Mountain Water Tank Replacement Project to Statewide Aquastore of East Syracuse, New York, in the amount of \$926,215. Included in the Selectboard's notebooks is a letter dated June 21, 2016, from the engineering consultant (Dufresne Group) recommending that this bid be awarded to Statewide Aquastore, which was the only company that bid on this project.

**POTENTIAL MOTION: TO AWARD A BID IN THE AMOUNT OF \$926,215 TO STATEWIDE AQUASTORE FOR THE CONSTRUCTION OF THE BLACK MOUNTAIN WATER TANK REPLACEMENT PROJECT.**

(ii) *Engineering Services.* The Board is asked to award the bid for engineering services on the Black Mountain Water Tank Replacement Project to Dufresne Group in the amount of \$86,000. Dufresne Group has been involved with this project for more than five years and the Department of Public Works recommends continuation of Dufresne's services. As explained in a memo from Public Works Director Steve Barrett, the engineer's fee is lower than what is considered standard for a project of this type and there is more than enough funding allocated to this project for both the construction work and the engineering work that are recommended in this item.

**POTENTIAL MOTION: TO AWARD A CONTRACT IN THE AMOUNT OF \$86,000 TO DUFRESNE GROUP FOR ENGINEERING SERVICES ON THE BLACK MOUNTAIN WATER TANK REPLACEMENT PROJECT.**

## 9. UNFINISHED BUSINESS

- A. Police-Fire Facilities Project – Update  
(i) *Project Financing*  
(ii) *Guaranteed Maximum Price (GMP) for West Brattleboro Fire Station*  
(iii) *Purchase of 62 Black Mountain Road*  
(iv) *Status of Design Work and Overall Schedule.*

The Board will hear an overall update on how this project is progressing and will be asked to approve the guaranteed maximum price of \$1,293,800 for construction of the West Brattleboro Fire Station.

**POTENTIAL MOTION: TO APPROVE THE GUARANTEED MAXIMUM PRICE OF \$1,293,800 FOR CONSTRUCTION OF THE WEST BRATTLEBORO FIRE STATION AS SET FORTH IN THE “EXHIBIT D” DOCUMENT DATED JUNE 29, 2016, FROM DEW CONSTRUCTION CORP.**

## 10. NEW BUSINESS

- A. Accept and Appropriate Grant – Dunham-Mason Fund Grant from Vermont Community Foundation for Dog Park. The Board is asked to accept and appropriate the Dunham-Mason Fund Grant from Vermont Community Foundation in the amount of \$300 for the purchase and installation of a fence at the proposed dog park in Living Memorial Park.

**POTENTIAL MOTION: TO ACCEPT AND APPROPRIATE THE DUNHAM-MASON FUND GRANT FROM THE VERMONT COMMUNITY FOUNDATION IN THE AMOUNT OF \$300 FOR THE PURCHASE AND INSTALLATION OF A FENCE AT THE PROPOSED DOG PARK IN LIVING MEMORIAL PARK.**

- B. Approve Grant Application – VTrans Bicycle and Pedestrian Engineering and Construction Grant for Western Avenue, Department of Public Works. The Board is asked to approve the Agency of Transportation Bicycle and Pedestrian Design and Construction Grant application in the amount of \$700,000 for design and construction of safety and drainage improvements on Western Avenue between Greenleaf Street and Bonnyvale Road as recommended in a 2014 scoping study.

**POTENTIAL MOTION: TO APPROVE THE APPLICATION FOR A \$700,000 AGENCY OF TRANSPORTATION BICYCLE AND PEDESTRIAN DESIGN AND CONSTRUCTION GRANT FOR DESIGN AND CONSTRUCTION OF SAFETY AND DRAINAGE IMPROVEMENTS ON WESTERN AVENUE BETWEEN GREENLEAF STREET AND BONNYVALE ROAD.**

- C. Approve Grant Applications – VTrans Bicycle and Pedestrian Small Scale Grants, Department of Public Works  
(i) *Holton Home*  
(ii) *Union Hill*

The Board is asked to approve two small scale grant applications, in the amount of \$7,400 each, to the Vermont Department of Transportation (VTrans) for bicycle and pedestrian improvements to Western Avenue to fund installation of pedestrian push button warning devices in front of the Holton Home and near the top of the Union Hill intersection.

**POTENTIAL MOTION #1: TO APPROVE THE APPLICATION FOR A \$7,400 BICYCLE AND PEDESTRIAN PROGRAM, SMALL SCALE GRANT, FROM VTRANS TO PAY FOR PURCHASE AND INSTALLATION OF AN RRFB DEVICE AT THE CROSSWALK ON WESTERN AVENUE LOCATED NEAR HOLTON HOME.**

**POTENTIAL MOTION #2: TO APPROVE THE APPLICATION FOR A \$7,400 BICYCLE AND PEDESTRIAN PROGRAM, SMALL SCALE GRANT, FROM VTRANS TO PAY FOR PURCHASE AND INSTALLATION OF AN RRFB DEVICE AT THE CROSSWALK ON WESTERN AVENUE NEAR THE UNION HILL INTERSECTION.**

D. Main Street Sidewalk Reconstruction Project - Department of Public Works

(i) *Accept and Appropriate Grant Amendment*

(ii) *Authorize Payment to Zaluzny*

(i) *Accept and Appropriate Grant Amendment.* The Board is asked to accept and appropriate additional grant funding from the Vermont Agency of Transportation in the amount of \$30,000 for the Main Street Sidewalk Reconstruction Project.

**POTENTIAL MOTION #1: TO ACCEPT AND APPROPRIATE ADDITIONAL GRANT FUNDING FROM THE VERMONT AGENCY OF TRANSPORTATION IN THE AMOUNT OF \$30,000 FOR THE MAIN STREET SIDEWALK RECONSTRUCTION PROJECT.**

(ii) *Authorize Payment to Zaluzny.* The Board is asked to authorize an additional payment to Zaluzny Excavating in the amount of \$70,000 for additional work performed on the coal chutes on Main Street (beyond the scope of the original contract) in connection with the Main Street Sidewalk Reconstruction Project.

**POTENTIAL MOTION #2: TO AUTHORIZE AN ADDITIONAL PAYMENT TO ZALUZY EXCAVATING IN THE AMOUNT OF \$70,000 FOR WORK PERFORMED BEYOND THE SCOPE OF THE ORIGINAL CONTRACT IN CONNECTION WITH THE MAIN STREET SIDEWALK RECONSTRUCTION PROJECT.**

E. Highway Division Dump Truck Bid Award – Department of Public Works. The Board is asked to award the bid for replacement of a Highway Division dump truck to Delurey Sales and Service of North Hoosick, New York, in the net amount of \$151,839 (which includes an \$18,500 credit for trade-in of the existing vehicle).

**POTENTIAL MOTION: TO AWARD THE BID FOR REPLACEMENT OF A HIGHWAY DIVISION DUMP TRUCK TO DELUREY SALES AND SERVICE OF NORTH HOOSICK, NEW YORK, IN THE NET AMOUNT OF \$151,839 (WHICH INCLUDES AN \$18,500 CREDIT FOR TRADE-IN OF THE EXISTING VEHICLE).**

F. Committee Appointments. The Board is asked to appoint new members to the Cemetery Committee, Conservation Commission, Development Review Board (Alternate), and Energy Committee. One seat is available on the Cemetery Committee and two applications were received. Normally the Board would hold interviews, but one applicant is out of town for the Fourth of July holiday so the Board is asked to appoint one new member after reviewing the two applications (or postpone that particular appointment until the July 19 Selectboard meeting).

**MOTION / NOMINATIONS: TBD**

PBE:ja