

Town of Groton  
Select Board Work Session Minutes  
January 17, 2017

**In attendance: Christina Goodwin, John Rescigno and Sara Smith (Administrative Assistant - AA)**

**Absent: Kyle Andrews**

Christina called the meeting to order at 4:13 pm.

***Meeting with KV Partners LLC***

Mike Vignale from KV Partners LLC met with the Board to discuss the proposal submitted for the Atwell/Orange Brook engineering and project. Christina explained that the reason we were meeting with him was to go over any questions or concerns. She explained that they have not picked anyone as of yet.

John asked – *“What type of bridge would it be?”* Mike stated it would be a pre-cast concrete structure with an arch. Mike also mentioned that after the geological testing they would know if the footings will be pre-cast as well.

John asked – *“What is the life expectancy for this type of bridge?”* Mike stated at least 50 years. Mike also mentioned that there is a membrane that is put on the bridge to help it last. It is a one time application.

John asked – *“Does any other maintenance need to be done?”* Mike stated that there would not be.

John asked about a temporary bridge. Mike stated that the Town would write a performance specification as to what it has to be and let the contractor come up with the solutions. He said that sometimes the DOT will lend them out. He mentioned that the Town would want to put it on the upstream side and it should be one lane bridge. The only other option is to put some large culverts in there for the timeframe. Mike does not recommend the Town spend the money on the temporary bridge.

Christina asked – *“Would it be a two lane bridge?”* Mike said it would but it doesn’t need to be extremely wide.

Mike mentioned that overall it is pretty straight forward. Mike stated that with the current bridge there is something going on with scour on one side so we would need to make sure this doesn’t happen again. He also said we will need neighbors that will work with you for the temporary bridge.

John asked – *“How long would this project take?”* Mike stated he would think it would take 2-3 months at the most.

Christina asked – *“What is the load size?”* Mike said it would be for certified loads. He would recommend it be built to handle anything that can go over the road so it would be larger than the E2.

Christina asked – *“Are there any issues with logging trucks using this bridge?”* Mike said as long as they are following the legal loads there will be no problems.

Mike asked what the time frame is since the next step was originally due on January 20<sup>th</sup>. Christina said we are hoping to make a decision tonight and they still want to go to the Town Meeting with the information. The Public Hearing is February 7<sup>th</sup> so we would like a rough estimate by February 2<sup>nd</sup> and then refine it so we have the totals before the Town Meeting. If needed, we can do an amendment at Town Meeting and depending on

the cost we would determine if we need to have a public hearing on just the bridge project. Mike doesn't know an estimate but he is thinking it will be over \$100,000.00.

Christina explained we are hoping to have a decision tonight and Sara will contact all submissions.

***Meeting with White Mountain Precast LLC/Michie Corp***

Don and Chad from Michie Corporation met with the Board to discuss the proposal submitted for the Atwell/Orange Brook bridge project. Christina explained that the reason we were meeting with him was to go over any questions or concerns. She explained that they have not picked anyone as of yet.

John asked – *“What type of bridge would it be?”* Don explained it is proposed to be a rigid frame bridge, which is a square structure. Chad mentioned that watershed/geological testing may have other requirements from DES. If the project falls under Tier 1 or Tier 2 then you are open for more cost-effective options.

John asked – *“Why box versus an arch?”* They stated that it is faster to put in because it doesn't have footings and again is more cost effective.

Christina asked – *“What is the life expectancy for this type of bridge?”* Don mention they are built to last 75 to 100 years.

Chad asked if the current bridge has been red listed. Christina explained yes.

Don mentioned it would be over E2 so it would be HL93 and handle all loads.

Christina asked – *“What is the cost of the plans?”* They had submitted a proposal for \$22,300.00. Chad mentioned that the only thing this doesn't include is the \$5,000.00 for the engineering that is included in the other quote. On the quote, there is an oversight price alternative, which means they come out and make sure the dirt work is being done correctly.

John asked about a temporary bridge. Don stated that depends on the contractor.

Chad asked if it is possible to close the road as it would only take 3-4 days if closed. It was explained that there is no other route for residents to take so we would not be able to. The temporary bridge is something that they would have to look into.

Don mentioned that they sell the bridges but a contractor would need to be hired to install it.

Chad mentioned that some Towns hire engineering firms but it will cost more money. Don mentioned that they recommend the Town buy the bridge outright and then do with the contractor separately. They get bids from separate contractors, usually after three.

Christina asked – *“What is the estimated time frame from start to finish?”* Chad stated it could probably be done in two to three weeks. Don explained that the temporary bridge would be put in and then they would tear out the old and put in the new.

Christina asked – *“Is there a treatment that should be put on the bridge?”* Chad explained that since there would be salt put down during the winter that they have a treatment that they would recommend to reduce the

penetration. You can also put a membrane on it. They would go by what the DOT would recommend but it is all very cheap.

John asked – “*What do you think the overall cost of the project would be?*” They stated that it would cost anywhere from \$100,000.00 from \$200,000.00 for the dirt work. If you add this to the \$22,000.00 for the proposal and the \$83,000.00 for the bridge, it would be anywhere from \$200,000.00 to \$300,000.00 when done.

Christina explained we are hoping to have a decision tonight and Sara will contact all applicants.

### ***Updates to deadlines***

The Elections are on March 14<sup>th</sup> so the Town Meeting will be March 18<sup>th</sup>. Sara will update the list of deadlines.

**Christina motioned to go into non-public session pursuant to RSA 91-A:3 II (a) and (b) at 5:03pm, John 2<sup>nd</sup>, so voted.**

**Christina motioned to return to public session at 5:32pm, John 2<sup>nd</sup>, so voted**

### ***Meeting with Joe Koslow***

#### ***Budget***

The Select Board went over the following changes to the Transfer Station Budget:

- Landfill Monitoring- Sara reached out to Suzanne Wall and Absolute Resources for the costs. For the two of them the total is \$5,375.00.
- Electrical- It was agreed to decrease this to \$1,000.00.
- Compactor- It was agreed to decrease this to \$1,000.00.
- Recycle costs- looking at electronics and propane now being a part of this, it was agreed to make this line \$5,500.00

#### ***Other items that were discussed:***

- Snow fence; the Board agreed that this can come out of the General Government Buildings budget line for the Transfer Station.
- Computer/internet- The Select Board agreed that this is not needed at this time. They can come to Sara’s office and get online if they need to. Later on when the Highway Department is across from the Transfer Station it can be looked at and they can use the internet together.

Joe mentioned when the Highway Department is moved he thinks it would make more sense to have one supervisor to cover both departments.

**Christina motioned to go into non-public session pursuant to RSA 91A:3 II (a) and (b) at 6:04pm, John 2<sup>nd</sup>, so voted.**

**Christina motioned to return to public session at 6:20pm, John 2<sup>nd</sup>, so voted**

### ***Meeting with Glen Hansen***

#### ***Budget***

The Select Board went over the following changes to the Highway Budget:

- Wages - this was increased to \$37,310.00 since it was over last year. This should cover any merit increase and any overtime that should it happen.
- Vehicle payment - this was changed to \$0.00 since we do not have a vehicle payment at this time.

Christina mentioned that for the material line they should try to use the entire budgeted amount each year and there should be a heavier focus on Edgar Albert Road.

#### *Bridge*

Sara gave Glen the quotes for the bridge work. Christina apologized that he wasn't given more notice. He will get back to Sara with his suggestions.

#### ***Meeting with Elizabeth Jespersen- Cemetery Budget***

The only change to the Cemetery budget was to the Site Work-River Road Cemetery. This was lowered to \$3000.00. Elizabeth mentioned that they received two quotes and the lowest was for \$4200.00 which is for all work, cutting down trees, pulling roots, fill dirt, seeding, etc.

Christina mentioned that they have a quote for \$4,200.00 she would be willing to consider raising this back up to the quote amount. The Select Board was okay with making it the \$4200.00.

#### ***Meeting with Deb Johnson- Planning Board Budget***

##### *Budget*

The only change to the budget is to the Stipend for the Planning Board. It was discussed to remove this from the budget because there are a lot of other Committees and Boards that we need to take into consideration. Therefore, we do not want to add it and then have to do it for everyone.

Deb said that if the other boards didn't ask for it then they must not need it. Other committees don't have the extent of the work load that the Planning Board does which is why they asked for it. They also asked for it because Sara has a level of work that keeps her busy and to put more on her they feel would be a burden. Most of them have full time jobs so it makes it hard. They feel if it was a paid position like a stipend then it would be beneficial for them to come in. It is not to do the minutes because this is the secretary's job but it would be for mailings, filings, etc. Deb said if they do not get a staff member then Deb will work with Sara to work out a system to ensure that the mailings, Mylar's, etc. get out. Deb mentioned that Sara has always been good about working with them but she knows she has other priorities.

Christina mentioned that other Towns have schedules that they set ahead of time. It was discussed that meetings don't have to be public hearings if there are no plans. Deb said she is not going to take slack from the public complaining about the schedule.

Christina stated that we should try the scheduling first and if that doesn't work then we can look at the stipend later. Sara will work on creating the schedule and we will move forward to see if this works.

Deb stated that the Planning Board is allowed to appoint positions. Deb said that if there are problems she will be bringing these forward

##### *Mapping*

Deb wanted to discuss the mapping. Mapping was always the Planning Boards project as far as the Master Plan process. When they decided to update the Master Plan and had to update the maps, they didn't keep that a secret. The Planning Board had emailed the Conservation Commission to see if they would help pay for the

maps. In the mean time they had borrowed the NLRA maps and apparently Otto said the Conservation Commission cannot help pay for the mapping. Deb inquired about duplicate mapping but was assured the maps being done by Planning and Conservation were not duplicates. Deb sent a list of the mapping along with the quote so Deb went ahead with the updating of the mapping. Then Otto and the Conservation Commission held the public meeting about the mapping and natural resources and Deb was in the meeting and said it was the same maps. Recently, Jeff, the Conservation Commission mapper emailed Dan, Planning Board mapper, asking for the data sources and data file so the other could complete the maps. Dan contacted Deb to see what was going on. Deb told him not to do anything until she talked to the Select Board and the Conservation Commission. Deb said right now it appears the Town is going to pay twice for the same maps and it is not her fault because she sent the information to Otto and the Conservation Commission.

Deb wants to know how they can handle this from here. How can they save the Town the money without a big fiasco?

Christina doesn't think that anything can be done at this point since both parties have contracts for the work. Christina recommended that John bring it back to the Conservation Commission. John said they meet next month and he doesn't think there is anything that can be done. Deb mentioned the Conservation Commission needed to talk to Jeff about this. John said he will reach out to Otto.

#### ***Pump Stations***

Sara presented the letters and maps for the pump station locations. John and Christina reviewed. The only location that Sara was not sure of was the location on Halls Brook Road. They reviewed this together and confirmed that it is Map 10 Lot 15 which is owned by Green Acre Woodlands. Sara will put these letters and maps in the mail tomorrow.

#### ***Bridge***

The Select Board discussed which option would be best for the Town. They said that KV Partners offered more options and would take care of the full project. They also felt his proposal was more detailed. They would like to talk to him about a rigid frame bridge which could also lower the cost. John and Christina both feel KV Partners is the best choice. It was also discussed that they could present Michie Corps bridge to KV Partners as it is a possibility to still buy the bridge from them. **Christina made a motion to award the bridge replacement design, permitting and bidding services for the Atwell Orange Brook Bridge to KV Partners LLC, John 2<sup>nd</sup>, so voted.**

**Christina motioned to seal all of the non-public minutes, John 2<sup>nd</sup>, so voted.**

**Christina motioned to adjourn at 8:00 pm, John 2<sup>nd</sup>, so voted.**

Respectfully submitted  
Sara Smith  
Administrative Assistant