

TOWN OF BRIDGEWATER
FIRE STATION COMMITTEE MEETING
JULY 21, 2020
Draft

Meeting was held by conference call.

Present: Bruce Seely, Bruce Maxham, Josh Maxham, Chris Stevens
Nancy Robinson, Clerk

Bruce S. brought the meeting to order at 5:30 pm.

Josh moved to accept the minutes of July 7, 2020 as written. Bruce M. seconded the motion and motion carried.

Bruce S. reported that he had spoken with Asher Anderson of Turner Consulting regarding the status of the contract and intentions to resume working with the town to complete the civil engineering portion of the new fire station building. Greg McKenney of Turner-Willis, had worked with committee and completed Phase 1 of the project. Greg is no longer with Turner Consulting. Asher reported that they are interested in continuing this project through Phase 2 and is reviewing the previous work and project scope to get up to speed.

Turner Consulting has reciprocal relationships with civil design firms and would be using one of them as a sub-contractor. Previously quoted pricing will not change.

We want to make sure that there aren't too many people in the project and that Ralph, NBF Architects has what he needs to get to the final designs.

Bruce will follow up with Asher to see what they propose for the town, Chris mentioned that if the committee does not remain with Turner Consultants, we should request CAD file of work already completed.

May check with Ralph to see who he had worked with for Civil Engineering Firms and check interest of Otter Creek Engineering. Chris will reach out to Craig Jewett at Otter Creek.

Chris reported that Ralph and Ed given the committee several names of people that they have worked with as Clerk of the Works on other jobs. Chris has reached out to a couple, who are interested in our project but are currently committed to other jobs.

Bruce S. will contact Wayne Leonard to get an idea as to what the committee should be looking and asking for from the Clerk of Works. Would prefer to keep job local. Bruce M. will try to contract the gentleman that Barnard used as their Clerk of Works to see if he might be interested in our job.

George joined meeting at this time.

Josh, Bruce S and Nancy participated in a phone conference with Mike Trombley of Fire Tech to discuss the process of sharing the sprinkler system/pump with the Community Center. The size of the building will drive the demand of how large the tank and pump have to be. Still may unanswered questions regarding cost sharing of installation, placement of storage tank and pump, annual inspection, maintenance and care of system, and insurance liability. Need to meet with Community Center representatives to discuss process and costs of system. Bruce S. will contact Brian Bontrager to ask him and any other Community Center members to phone into the Fire Station Committee's next meeting to discuss sprinkler system details and funding.

Josh has gotten a couple of emails from Ralph inquiring about status of project and schedule for work, town will need to sign a new contract. Ralph uses two (2) different contract forms, short and long. Town signed short form for the preliminary design. Should use long form for actual build design, Attorney's prefer this form for the legal process. Josh will follow up with Ralph and Ed to get copies of each form to review.

Nancy reported that the Bond/loan paperwork was signed by the Selectboard at their last meeting held on July 14th. Closing should happen around August 1st. and funding available to town shortly thereafter. Vermont Bond Bank does not require any bidding/procurement process although town will have to follow its own procurement process.

Nancy asked if there were any outstanding invoices of project costs that could be billed back to fiscal year end of June 30th as the building line item still had a small balance of approx. \$5,000 that the committee could access. New year budget also has \$5,000 available for use. Josh will follow up with Ralph to see if there are any expenses that could or should be billed out to the town, providing they have the June 30th date.

Meeting dates in August changed due to Primary Election and Selectboard meeting changes. August meetings will be held on the 4th and 25th. Chris will be on vacation week of August 24th but will try to call into meeting.

Follow up/action:

Bruce S. will contact Wayne Leonard to get information regarding job description for the C of W position and send to Chris.

Chris will continue contacting potential contacts for the Clerk of the Works position.

Bruce M. will contact Barnard Clerk of Works to see if he is interested in working with Bridgewater.

Josh will contact Ralph & Ed regarding what he thinks could be done on project this fall, contracts and outstanding funding.

Bruce S. will contact Brian Bontrager to invite to next meeting (phone call) to discuss the sprinkler system details.

Next meeting will be on August 4, 2020 by phone conference.

Being no further business, the meeting adjourned at 6:44 pm.

Nancy Robinson

Nancy Robinson, Clerk