



**Warner Board of Selectmen
Meeting Minutes
Monday, April 4, 2016
APPROVED**

Selectman Carson opened the meeting at 4:00 pm.

In attendance: Selectman Clyde Carson - Chairman, Selectman Allan N. Brown, Selectman John Dabuliewicz

Others present: Gene McCarthy (conference call)

1. Roundabout

- A. Gene McCarthy said everything is ready to go, the state is comfortable with the roundabout project. Chairman Carson asked if the town is at the point of receiving the reimbursement. Gene said the town is very close, he thinks DOT wants to see a set of bid-able plans, and once his firm packages the bidding set it will be sent to DOT, essentially Gene said the town is about a week away. Gene said his firm will put the bid package together and the town will need to write the letter requesting the reimbursement.
- B. Gene said they have created suggested time frames for advertising and bid opening. The advertising date is April 12, the plans need to be ready for viewing and downloading for would be proposers with a bid opening date of May 5 at 2:00 pm. All bids will be reviewed after which McFarland & Johnson will send a letter of recommended bidder to the town. Gene said early to mid June a contractor should be ready to go. Any questions from bidders need to be directed to McFarland & Johnson.
- C. Chairman Carson said there is a local landscaper who is interested in doing the landscaping aspect of the project and he asked Gene how does he get involved. Gene said he will find out, he thinks they would need to contact the contractor. Chairman Carson asked if the town could contract directly with the landscaper. Gene answered if you want to get reimbursed from the state, his answer is no.
- D. Chairman Carson asked if there is anything else. Gene said the message from DOT said there are 4 items needed to be addressed prior to advertising and those 4 items are pretty much done, one being the easement from Irving which he expects this week, which will be sent to the town. Gene, is still waiting for the McDonalds easement. Gene said he is also working with William Rose at DOT on the municipal agreement, William wanted a couple of items made clear which will also be ready for signatures.
- E. Gene said what he needs from the town is confirmation on the bid opening date. The Board provided Gene with confirmation. He will get the add to the town this week and hard copies of the plans.
- F. Selectman Dabuliewicz asked if the people we are obtaining easements from waived compensation? Gene said McDonalds said they would, Irving said likely.
- G. Chairman Carson asked what happens if all the bids come in too high. Gene said it depends on how much, what we did to avoid that occurrence is we have a base project and then we have all the added alternatives which is mostly the landscaping aspects. The original cost was \$630K and the estimate is for \$600K, a small buffer. Gene expects to see lower costs due to the fuel pricing. As the process moves along Gene will keep in touch with the Board.

2. Custodian Position

The Board talked about the custodian vacancy at the Town Hall. Selectman Dabuliewicz was concerned about the process. The Town Administrator sent an email to the Board saying he offered the position to Damien St. Cyr who works part-time at the Highway Department. Selectman Brown said the Town Administrator needed someone and Damien is already doing odd jobs for the Highway Department. Selectman Dabuliewicz said in a different situation he would not want to see it in the order this hiring took place. Selectman Brown said the Town Administrator put this job out to the employees and where Damien is already part time it seemed to be a good fit. Selectman Dabuliewicz said the Selectmen are the hiring authority and wanted to be clear on that.

Board Action

Chairman Carson moved to hire Damien St. Cyr for the part-time Town Hall Custodian, grade 1 step 4, \$11.64 effective Sunday April 3, 2016. Selectman Brown seconded the motion, motion passed 3-0.

3. Adjournment

A motion was made and seconded to adjourn at 4:37 pm.

Board of Selectmen

Clyde Carson

Allan N. Brown

John Dabuliewicz

Recorder of the minutes: Mary Whalen