

TOWN OF RIPTON SELECTMENS MINUTES

Date:	Meeting No.	Start:	End:	Next Meeting	Next Time
04-12-04	2004-07	7:35	10:30	04-26-04	7:30pm

Attendees:	William Ford, Ronald Wimett and Lauren Cox, Selectmen, and Tim Hanson, Town Clerk
Visitors:	Tim Price
Minutes:	Minutes for 03-22-04 were reviewed; to be signed at the next meeting.
Approval Actions:	<p>The Board voted to appoint Jeremy Grip as Addison County Regional Planning Delegate. There was no suggestion for an alternate, nor for someone to be on the Transportation Committee.</p> <p>Approved full service and State-required load test for the School generator.</p> <p>Approved Humane Society Contract.</p> <p>Expressed support to move overweight permit enforcement to the Judicial Bureau. The Clerk will write a letter of support for the Board's review.</p> <p>Annual meeting with "State Road Man" Richard Hosking DTA will be April 28, 2004 at 8 a.m.</p> <p>Requested that the Clerk follow up with Ed Hanson, Zoning Administrator, regarding trailers located on George Kirchoff's land.</p>
Orders:	Orders for 04/12/04 were reviewed and signed. Total for Roads: \$2,200.00, and for General Fund: \$6,505.62.

Item Number	Subject	Start Date	End	Action
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Fire Station—New Business

04-07-Fire-a	Fire Station	04-12-04		TH & Board
<p>Since the Selectmen are responsible for managing the loan approved at Town Meeting, and since it was made clear at Town Meeting that the Board would have a role in the Fire Station construction process, the Board has undertaken to monitor the progress of the project through their routine meetings.</p> <p>Tim Price was present at this meeting to discuss his proposed role as coordinator of the project for the Fire Department. He said that he has had a lot of experience as a project supervisor with several general contractors building the type of building that has been proposed for this site (Butler building) and is very comfortable with the process. He said that his is trying to fill in the gap that not having a general contractor leaves. He has liability insurance. However, he said that he does not have huge amount of time available for doing the project—only the time after work (3:30 p.m.) which is limiting.</p>				

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He said that he is working with local electrical and plumbing contractors to come up with a mechanical package. Adams Electric and Ryan's plumbing are the companies he is working with. He knows them well, and believes that they do excellent work. He has worked with Cameron Construction, which is the company that has given the Fire Department the plans for the building, and is very confident that they will do a good job as well. He noted that there already exists a 'civil' package from Phelps Engineering, which could be put out to bid soon. His hope would be to negotiate prices for each component of the building under a design/build format. He said that in this way the Town could save the GC's markup.

To deal with his limited time, he said that he has several people in mind to help. One person is an experienced construction supervisor who could deal with the day-to-day management of the building construction, and another is a person experienced in dealing with contracts. He said that this is a simple "cookie-cutter" project that should not be particularly difficult to get done.

He said that he sees a partnership between the Fire Department and the Town. He said that he would solicit input from the Board and members of the community. Mr. Wimett pointed out that there has been ample opportunity for the Town to comment on the project. There is a plan in place that we ought to stick to.

Laureen Cox asked if he was saying that he was willing to coordinate the project. Mr. Price said that he was willing to do so.

Mr. Ford pointed out that there is a good reason for having a General Contractor—they provide supervision and coordination of the project. Mr. Price said that that was true, but because this is a relatively simple project, and since he and others will be involved, it is unnecessary for someone to be on the job 24/7 sitting in a site trailer.

Mr. Ford said that he would be more comfortable with a defined scope of the project with a good estimate in place. He said that he did not want to get to the end of the money before all the critical components of the project were in place. Mr. Ford reinforced what he has said at earlier meetings that there needs to be a comprehensive professional estimate in place before we can go forward. Mr. Price will pursue getting an estimate, but pointed out that there are already estimates for the building and the 'civil', and that he is close to having numbers on the mechanical. The main variables left are quarters and demolition.

Mr. Ford also said that there needs to be a timeline to organize the process.

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The Board asked once again if Mr. Price had time. He said that he was busy this summer with his regular work, but with the help from the people he proposes to hire, the project could get done.

At this point Mr. Price left the meeting.

The Board discussed the project, and spent some time considering if the Town should hire a professional project manager. The main concern was that Mr. Price, although he has the skills, might not have the time to move the project forward. Mr. Ford will call some people he knows to see if there is anyone available.

The Board agreed to have the Clerk contact Phelps Engineering to have bid documents and scope of services documents prepared so the site work can go out to bid. The Board proposed that the bid be designed so that the last lift of gravel and the topsoil and seeding be left until after the building has been erected.

Web Site—Old Business

04-06-Web-a	Web Site	03-22-04		
Nothing new from Mr. Richard Ruane on the proposed web site.				

Zoning—Old Business

03-24-Trails-a	Pearl Lee Trail	12-22-03		
The Clerk will speak with Mr. King to see if he has heard anything from Lincoln on the trail issue.				
The Town was not selected to receive a Recreation Trails Grant.				

Parking Lot Grant—Old Business

00-18-Park-a	Parking Lot Grant; Route 125 Enhancement Grant	09-11-00	Ongoing	AJ
The Project Manager's report (included with the minutes) states that the deeds are signed; the final Planning Commission hearing has been held and the project has been approved. Still waiting for Federal permits, and a State ROW permit. Once those permits are issued, the project may go out to bid.				

Roads—New Business

04-07-Roads-a	Bury Wire Request from Recupero	04-12-04	Resolved	
Mr. Recupero requested permission to bury a power line under the Goshen Road. Mr. Wimett said that he is doing the work on the house and sees no problem with the request. The Board voted to allow this project so long as the installer follows CVPS's standards relating to conduit, connections, depth and marking take. An 'as built' needs to be filed with the Town when the project is completed, with measurements from poles etc, so that we can locate this project in the future if necessary.				

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The Board requested that the Town start a master list of all power lines that are in the Town's right-of-way.

Roads—New Business

04-07-Roads-b	Frost Road Culvert	04-12-04	RW	
<p>There is a culvert that has heaved on the Frost Road that has effectively blocked the road. The Road Commissioner will take care of this in due course, but since this is a class 4 road this problem does not have the highest priority.</p>				

Roads—Old Business

04-05-Roads-a	Summer Work Plan	03-08-04	Resolved	
<p>Mr. Wimettt presented a summer-work plan, which the Board reviewed. A copy is filed with the minutes.</p>				

04-05-Roads-b	Gravel Roads Condition/Posting	03-08-04	Ongoing	TH/RW
<p>The Clerk has not spoken with VLCT about posting roads. The Board encouraged him to follow through, even though the season for posting has passed, so that the information will be in place for the future.</p>				

04-05-Roads-c	Power Line Burying Proposal	03-08-04	Ongoing	
<p>Tim Allen will move the pole so that it is on his land. This means that he will not have to cross the Town's right-of-way with a buried cable.</p> <p>The Board reviewed a letter from Karen Farnham, Verizon's right-of-way manager. She made several points:</p> <ul style="list-style-type: none"> • She has included symbol keys and will make the maps clearer by differentiating new work from old work, and by providing a locus map. • She said that it is very difficult to catch the Road Commissioner, and requested that the Town assist Verizon in finding him. The Board requested that the Clerk write to her pointing out that he has no office, and that any contact of the Road Commissioner should be done through the Town Clerk's Office. See letter included with these minutes. 				

03-10-Roads-a	State Grants	05-26-03	Ongoing	
<p>Still waiting for David Marshall's final design of the Natural Turnpike culvert, and bid documents. The Clerk will continue to try to contact Mr. Marshall so this project can go out to bid.</p>				

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Town Buildings—Old Business

04-05-Bldg-a	Sale of Old Office	03-08-04	Ongoing	RW
The Clerk will draft language for the sale of the property. The plan is to advertise in the local media, and to accept bids over a set minimum. Those who have expressed interest in the old Office will get a direct mailing.				

William Ford

Laureen Cox

Ronald Wimett