

Town of New Haven Special Selectboard Meeting
9:00 AM Town Offices
Saturday, October 11, 2008

Present: Keith Hall, Roger Boise, Lowell Nottingham, Pat Paquette, Pam Marsh and Pam Kingman
Others: Peter Morris

AGENDA: To discuss the three lowest bidders for the new Town Office / Library Building

Peter Morris handed out a breakdown of the three lowest bidders: Naylor & Breen Builders, Inc., NECCO, Inc. and Millbrook Building & Remodeling, Inc.

Pam Marsh, Keith Hall and Pat Paquette all agreed that it would be wise to keep the geothermal heating system. Pat Paquette said he spoke with Jeff Williams from Spafford & Sons Water Wells. Mr. Williams told Pat Paquette that to make the geothermal work more efficiently; we should stick to using the one existing well and drill it deeper. This is called an open loop system. By using two wells, or a closed loop system, makes it 20% less efficient. Spaffords has experience with installing geothermal systems. Pam Marsh suggested whoever they choose as the General Contractor, they should include Spaffords in the loop. Peter Morris said he will contact Engineer, John Penney and have him contact Spafford & Sons.

Discussion about the three lowest bidders and comments on their references. Pam Kingman called clients for each of the three lowest bidders for references. Each one of them had good recommendations. Naylor & Breen built the Town Offices in Wells and Mendon, both within the last few years. Both Clerks gave them glowing recommendations. All the references for Millbrook were remodeling jobs. The Cambridge Town Clerk was pleased with their work. Unfortunately, Pam Kingman was only able to talk with one of NECCO, Inc. references, they were pleased with the work, they, too, were remodeling.

Lowell Nottingham made a motion to accept the bid from Naylor & Breen Builders, Inc., based on their past work experience, their history of doing work similar in scope of what New Haven is looking for and their impeccable references, seconded by Pat Paquette. 5 yes / 0 no

The next step is to notify all of the bidders of the notice of award. Peter Morris said since we have bid security, we are protected if a bidder wants to drop out. A final contract should be prepared and signed as set fourth in the bid specs. The Town Attorney should look over all the paperwork prior to finalizing.

Keith Hall said he will talk to Cris Messerle about the needed permits. The DRB meets on Wednesday, October 15, 2008. Keith Hall is hoping he and Cris Messerle can present the mylar showing the boundary lines for the property. Keith Hall will also talk to Cris Messerle about the deed the Town Attorney will be drawing up, and water and sewage hook up. Keith Hall said the number of bathrooms are the same as the King House had, so not much is changing. Pat Paquette mentioned that with the water and sewage the State may have to look at it.

Pam Marsh said additional storage space has been brought up recently, the bid does not include a basement, but she feels it is something that should be considered. Pat Paquette agreed the cost of digging doesn't cost more it's the additional concrete. Peter Morris said that adding a small wing would allow access to stairs so they don't take up space in the current building configuration. There is also the possibility of adding a bulkhead door for access to the basement stairs. Peter Morris will discuss this with the winning bidder.

Peter Morris – Said the Department of Fire & Safety are in the process of looking over the Town's State building permit application.

Insurance also needs to be looked at. Ask VLCT if they require anything additional on our insurance. * Additional information – Keith Hall called VLCT, they told him that Naylor & Breen will hold the building until they turn it over upon completion. *

Peter Morris will contact John Penney, Keith Hall and Naylor and Breen to set up a time when they can all meet to discuss the final contract.

Other Business:

Lowell Nottingham made a motion to approve minutes from September 15 & 16, 2008, seconded by Roger Boise. 5 yes / 0 no

Adjourn: 10:00 am
Respectfully Submitted:
Pam Kingman
Approved:

Keith Hall, Chair

Roger Boise

Pam Marsh

Pat Paquette

Lowell Nottingham

