**Minutes**

HIGHWAY GARAGE/FACILITY COMMITTEE

Monday, April 1, 2019, 3:00 PM

Town Hall

*Present*: Walter Goodridge, chair; Hank Horstmann; Ron Sweet, Peter Jeswald, Ken Ouimette

*Others present*: Phil Kantor

Walter called the meeting to order at 3:03 p.m.

*Minutes*

Ken made a motion to approve the minutes of March 19, 2019.

Ron seconded, and it passed

*Public Comments*

 None

*Old Business*

It was hoped that David Vreeland would have a design fee proposal for both the storage building and the maintenance/office building. Peter, who was in contact with David during the meeting, said that David and John Wyman were working on their proposal as we met.

*New Business*

 Ron presented The Highway Department’s cost estimate for site work for the storage building. It includes equipment rental costs, charges for a subcontractor for blasting, costs for crushed stone, gravel and backfill; and labor costs. Ron estimates 1,000 hours for the Highway Department labor. The total estimate is $190,000.

 Discussion then centered on the articles to be proposed for the Town Meeting Warrant. Tom Hutcheson had provided the Committee with helpful draft wording. Since we are considering two separate projects, one article will be for the design and construction of the storage building, another for the design of the maintenance building.

 The group confirmed the planned schedule. The design and bidding for the storage building is to take place during the summer, while the site work is underway. Then construction could begin in the fall, and be completed in the winter. The plan is for the maintenance/office building project to be designed in time for a Special Town Meeting in early fall. The Committee will present construction cost estimates at that time. If funds are approved at the Special Town Meeting, the project will go out to bid. Construction would probably begin in the spring.

 Attention then turned to calculation of the funding request for the storage building, during which we received Dave Vreeland’s design fee proposals of $7,000 for the storage building and $29,200 for the maintenance/office building. Based on the bid for the 2014, storage building, and information from Dave and John, the committee settled on the following:

Site work $190,000

Design fee 7,000

Construction 425,000

Contingency 28,000

 $650,000

This confirmed Ken’s earlier calculation of $650,000.

The group then voted unanimously to approve the following draft articles:

To see if the Town will transfer from the Garage Stabilization Fund $650,000 to design and **build a** **cold-storage highway building**, including developing bid documents as necessary, preparing the site, and constructing the building or take any other action relative thereto. *(Two-thirds vote).*

To see if the Town will transfer from the Garage Stabilization Fund $60,000 to **design a Highway maintenance facility** including obtaining a formal estimated construction cost, developing bid documents, and preparing a portion of the site or take any other action relative thereto. *(Two-thirds vote).*

Attention shifted to the Town Meeting presentation. Phil provided guidance, and Peter showed a chart comparing the current projects to the 2014 single project. He suggested that members suggest changes and additions.

Hank brought-up questions about contractor bidding qualifications.

Peter and Walter confirmed that they felt prepared to present the Warrant Article drafts to the joint Selectboard and Finance Committee Meeting that evening

Ken moved to adjourn the meeting, Ron seconded, and the meeting concluded at about 5:00