



TOWN OF MINOT

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Board of Selectmen
Minot Town Office
Monday, May 6, 2019, 6:30 pm
Minutes*

Present: Interim Chairman Daniel Gilpatric, Daniel Callahan and Brittany Hemond.

Absent: Chairman Steve French and Lisa Cesare.

Staff: Danielle Loring (Administrator) and Scott Parker (Highway Supervisor)

Other: Christine Webber (Northeast Paving), Ron Simbani (All-States Asphalt), Rob Mowatt (Pike Industries) and Mathew Callahan (Glidden Paving).

1. **Call to Order:** Chairman Daniel Gilpatric called the meeting to order at 6:30pm and a quorum was present.
2. **Pledge of Allegiance**
3. **Approval of Minutes**
 - a. **April 22, 2019**

MOTION: Brittany Hemond motioned to accept the minutes; seconded by Daniel Callahan.

DISCUSSION: None.

VOTE: UNANIMOUS APPROVAL (3/0)

4. **Warrants**
 - a. **Payroll Expense Warrant – May 6, 2019**
 - b. **Treasurer's Warrant – May 6, 2019**

MOTION: Brittany Hemond motioned to accept the Payroll Expense Warrant in the amount of \$19,840.11, and the Treasurer's Warrant in the amount of \$201,101.68; seconded by Daniel Callahan.

DISCUSSION: None.

VOTE: UNANIMOUS APPROVAL (3/0)

5. **New Business**
 - a. **Paving Bid Opening and Consideration and Approval of Award**

Paving bids were opened in the following order:

- Northeast Paving (formerly Lane Construction), Lewiston, Maine: \$98.40/ton
- P&B Paving, Inc, Gray, ME: \$70.74/ton

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- Glidden Paving, Gorham, ME: \$82.50/ton
- All States Paving, Richman, ME: \$74.18/ton
- Pike Industries, Poland, ME: \$85.08/ton
- TW Paving, Auburn, ME: \$71.25/ton
- Spencer Paving Group, Turner, ME: \$72.00/ton

The apparent low bidder was P&B Paving, which the Town has not worked with in the past. Mr. Callahan recommended that they give the time staff to investigate the low bidders to determine the best fit, and Mr. Parker agreed stating that he wanted to make sure that they had the proper equipment that met the minimum specifications in order to complete the work.

MOTION: Daniel Callahan motioned to allow Scott Parker and Danielle Loring to decide on which contractor to use out of the lowest four (4) bidders; seconded by Brittany Hemond.

DISCUSSION: Scott Parker stated that he was particularly interested in making sure that they had the proper roller and trucks in order to haul the equipment. Daniel Gilpatric stated that the cost of the project made it worth completing their due diligence. Mathew Callahan stated that he had worked with P&B Paving in the past and was confident that they could complete the work, and the other bidders present agreed.

VOTE: UNANIMOUS APPROVAL (3/0)

b. Community Day Update

Mrs. Loring stated that the Community Day planning was well underway and the meetings were very well attended. Mrs. Hemond added that it would be on July 20th from 10am to 3pm and would be followed by the Zerbini Family Circus. She explained that the weather would hopefully be better for outdoor activities, Mrs. Loring continued that they were looking to offer a wider variety of activities to tailor to adults, rather than just children. They were also looking to partner with individuals who provided community outreach and support.

6. Department Head Updates

a. Clerk's Report as Submitted by Sara Farris, Town Clerk

b. Highway Report as Submitted by Scott Parker, Highway Supervisor

7. Town Administrator's Report

Mrs. Loring stated that she was unable to secure any partners to split the cost of the feasibility study with, but she had gotten an adjusted quote in the amount of \$12,500 from Casco Bay Advisers to proceed with the work. Because they were less likely to get the grant, she was suggesting that they could proceed with this arrangement and it would be less burdensome, given that the requirements for grant funding would no longer exist but they would still get the same relative information. She asked if the Board was interested with meeting with Mr. Lippold to hear what he was offering. The Board agreed to Mrs. Loring arranging that for the next meeting, and Mr. Callahan asked about the future steps that would need to be taken. Mrs. Loring responded that they would be outlined as part of the report and suggested that the Board meet in executive session after speaking with Mr. Lippold to negotiate the terms of their agreement, and the Board agreed.

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Mrs. Loring stated that the Town had been awarded a Safety Grant through MMA for ergonomic equipment. She continued that she had received notice from the current contract janitor that he would be getting done by the end of November at the latest and Mrs. Loring stated that she would begin looking for solutions, whether it be staff or a contractor. She also mentioned that they were being the process of renumbering the portion of Old Buckfield Road, which continued off of Hersey Hill Road, to be a continuation of Hersey Hill Road.

8. Selectmen Comment

9. Next Meeting Dates – Confirmed

a. May 20, 2019 – Regular Meeting

10. Adjournment

MOTION: Brittany Hemond motioned to adjourn; seconded by Daniel Callahan.

VOTE: UNANIMOUS APPROVAL (3/0)

The Board adjourned at 7:29pm.

Recorded by Danielle Loring
Town Administrator

Daniel W. Gilpatric, Interim Chairman

Daniel Callahan Jr.

Brittany Hemond

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