

**Town of Rumney
Board of Selectmen
April 4, 2016
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Selectmen's Meeting Minutes**

**Present: Select Board Members-Chairmen Ed Haskell, Dan Kimble, Mark Andrew
Administrative Assistant, Joe Chivell**

6:30PM Call to order – Payroll and accounts payable checks signed

6:35PM Chris Fournier of HEB Engineers met with the Board regarding the Buffalo Road Bridge Project. Fournier explained there had been nine bids submitted for the project. Two bids reflected inaccurate figures and were disqualified.

The two low bids were reviewed for content and accuracy. References were checked for the low bidder. Based on concerns from prior contracted work and timeliness of the low bidder, references for the second low bid contractor were checked. Finding no issues with the second lowest bidder it was determined to move forward with Jeremy Hiltz Excavating, Inc. The bid presented by Jeremy Hiltz Excavating, Inc. was \$264,850.00, which is 9.3% below the target bid.

With the town's approval, HEB will forward the recommendation to NH-DOT and NH-HSEM. Based on prior discussions a contract should be ready to be signed by the next scheduled selectmen's meeting.

Ed Haskell made a motion to forward the recommendation of approval of the Jeremy Hiltz Excavating, Inc. bid to NH-DOT and NH-HSEM for final approval. The motion received a second from Mark Andrew. Motion passed 3-0.

Chris Fournier reported that NH-DOT has allowed the Town of Rumney to deal directly with the sign designer/maker for the historical mitigation portion of this project.

Chris Fournier explained that the current contract between HEB Engineers and the Town of Rumney covered the pre-construction aspects of this project. A proposed contract for HEB Engineers, covering the oversight of the bridge construction, has been approved by NH-DOT. Upon review of the new contract the Rumney Board of Selectmen agreed and signed the contract. An engineer from HEB will visit the site approximately 3 times a week and prior to all major components of the construction.

Rumney Road Agent, Frank Simpson, was present during this portion of the meeting. The Board asked Simpson to check in daily on the bridge project and with the engineer each time they are on site.

After Jeremy Hiltz Excavation has signed a contract a time line of scheduled work will be provided to the town. The Rumney Police and Fire Departments will also be given copies of the work schedule so that their dispatch centers will be aware of the road closures.

6:55PM Rumney Cemetery Trustees requested to meet with the Board of Selectmen. The Trustee's wanted to give an overview of some upcoming work to be done at the cemeteries and requested some assistance from the Rumney Highway Department. Administrative Assistant, Joe Chivell, offered that several of the Trustee's questions had been forwarded in an email prior to the meeting. Chivell reported he had a chance to ask Road Agent Simpson his opinion on the areas concerning the highway department.

The Trustees had asked if the highway department could remove a few small maple trees in the Highland South and North Cemetery and allow the highway department to keep the wood to assist heating the highway garage. Road Agent Simpson reported that he would cut the trees if the trustees could mark them. Simpson did not know if he could remove the stumps. The trustees would be happy if the stumps were cut low to the ground. The Board approved the highway department cutting the trees, so long as it was not in an area that may cause damage to any headstones.

The Trustees had asked if the highway department could use their backhoe to dig a post hole at Highland North and place an existing granite post in the hole. Road Agent Simpson had stated he could complete that job. The Board approved the highway department assisting with this project.

There was a discussion regarding the storage and possible disposal of some metal gates. The Board recommended that the Trustees speak with the Transfer Station Superintendent regarding both storage and selling of metal products.

There was further discussion of large trees that need to be removed. Some of the trees are on private land adjacent to the cemeteries. It was suggested that contact be made with the land owners and propose tree projects in next years' budget.

7:15PM Mowing Bid Opening: Cemetery; The Board opened four sealed bids for the 2016 mowing season for the Rumney cemeteries. Upon review Dan Kimble made a motion to award bids #1 (Per mow \$850.00/Clean up \$1700/Total cost \$14,450) and #2 (Per mow \$450.00/Clean up \$900.00/Total cost \$7,650.00) to NDM & Associates. Mark Andrew seconded the motion. Motion passed 3-0.

Mowing Bid Opening: Town Properties; The Board opened six sealed bids for the 2016 mowing season for the Rumney Town Properties.

Bid #1 Upon review Dan Kimble made a motion to award Bid #1 (Total cost all three mows \$85.00/Clean up \$100.00) to Oikle & Sons. Ed Haskell seconded the motion. The motion passed 3-0.

Bid #2 Upon review Dan Kimble made a motion to award Bid #2 (Total of both mows \$75.00/Clean up \$135.00) to Oikle & Sons. Ed Haskell seconded the motion. The motion passed 3-0.

Bid #3 Upon review Dan Kimble made a motion to award Bid #3 (\$50.00 per mow/Clean up \$100.00) to NDM & Associates. Ed Haskell seconded the motion. The motion passed 3-0.

Bid #4 Upon review Mark Andrew made a motion to award Bid #4 (\$30.00 per mow) to Oikle & Sons. Ed Haskell seconded the motion. The motion passed 3-0.

Tom Wallace spoke to the Board regarding the condition of the Town Historical Building and the image it presents with the upcoming 250th celebration next year. His primary concerns are the paint, the roof, and the basement windows. Mr. Wallace was told that the Board is re-starting the Town Facilities Committee and the Historical Building is on the list of buildings to be looked at with the prioritizing of needs to follow. Mr. Wallace hopes that the village can look good for the 250th Celebration.

7:45PM Janice Thompson and Kay Bailey requested to meet with the Board to follow up on an issue that occurred at the Highland Cemetery last fall. Mrs. Bailey showed the type of stand she was using to display artificial flowers on the family's plot. She also showed some pictures that she stated depicted items that were not removed at the time her artificial flower display was removed. She did not understand why some items were moved and others were not.

Both Janice Thompson and Kay Bailey were concerned that this has happened two years in a row. They went on to explain this past years the items were removed on 9-15-15 and that the plot is checked every day.

The Board did explain that the cemetery Rules and Regulations had been reviewed and updated over the past few months.

The other item that Janice Thompson and Kay Bailey wanted to discuss was a name change on the deed of the plot at Highland Cemetery. It was explained to Thompson and Bailey they would have to provide a copy of the current deed before any changes could be discussed.

Kay Bailey did leave a note showing they determined they lost property costing them \$119.00.

Following the meeting with Janice Thompson and Kay Bailey the Board discussed the issue and the reported timing that the items were removed from the plot. Mark Andrew made a motion to forward the bill to the Cemetery Trustees with a recommendation that it be paid along with a written apology. Ed Haskell seconded the motion. The motion passed 3-0

8:05PM Road Agent, Frank Simpson, met with the Board to discuss the status of the highway truck bid process. Currently, Simpson is obtaining prices on an International, a Peterbilt, and Freightliner. Freightliner has met the bid specifications and is offering a warranty package best fitting the needs of the town. Frank Simpson will continue to work of the bids and pricing. Once the truck bid is approved, Simpson will work on the plow/equipment package. The Board asked for a finalized price on the Freightliner by the next Board meeting, if possible.

Dan Kimble and Frank Simpson reported to the Board that they had walked the area of the proposed paving projects so that a paving plan/bid sheet can be created. One associated issue discussed was the possibility of placing a manhole cover over the septic tank clean out cap. Currently, it has been paved over and each time work is done to the septic tank it needs to be repaved.

Road agent Simpson reported to the Board that he would be out of town Friday the 8th though Monday the 11th.

8:30PM Report from Administrative Assistant Joe Chivell:

- Work on the note to assist with the funding of the new highway truck has started. To finalize the rate and payment Chivell asked the board if they wanted a note for 5 years at a projected interest rate of 2.25% or 4 years at a projected interest rate of 2.125%. It was decided to stay with the 5 year note that had originally been discussed.
- Bids for the replacement of one desk top computer in the Selectmen's Office were reviewed. Ed Haskell made a motion to purchase the computer from Certified Computer Solutions. Mark Andrew seconded the motion. Motion pass 3-0.
- An interested party of a deeded property had contacted the Town Office regarding a possible buyback. The property is eligible for buyback until May 2, 2016. The Board authorized Administrative Assistant, Joe Chivell, to move forward with finalizing the total amount owed to include; back taxes, interest, lien amounts, penalty assessment, and all transfer costs.
- Quarterly reports from Charter Trust Company were offered for review.
- Mr. & Mrs. Robert Furey offer to donate to the town two used overhead projectors and two used computer projectors. The Board accepted the gifts and wished to thank the Furey's for the donation. A thank you letter to the Furey's will follow.
- All three positions of the Trustees of the Trust Funds have been filled.
- A report generated by the Rumney Police Department based on a speed complaint in the area of 140 Stinson Lake Road was shared with the Board.
- A retirement gathering will be held on April 5, at 6:00PM for Bill Taffe. Bill Taffe recently stepped down from the Assistant Emergency Manager's position and as of March 31, 2016, has retired from the Rumney Emergency Medical Service.

- Minutes of the March 21, 2016 Selectmen's Meeting were given for review. Ed Haskell made a motion to accept the minutes as amended. Dan Kimble seconded the motion. The motion passed 3-0.

9:10PM New Business:

Mark Andrew reported that he took part in the recent 250th Old Home Day meeting. Members at that meeting discussed building a gazebo on the Town Common. It was thought the size of the gazebo would be 16X32. Additional information that would be needed is the location of the gazebo, the cost and funding ideas, and is that big enough. A public hearing would be needed prior any construction. Mark Andrew explained that other topics discussed were filling the day with activities to keep people engaged and active. Also mentioned was a Selectmen's dunking tank. The next 250th meeting is May 5th at 7:00PM.

Mark Andrew also presented a bill for the generator maintenance.

Paul Hatch of NH-HSEM will meet with Mark Andrew and Joe Chivell on April 12th to discuss grants for Emergency Management. Jane Hubbard is continuing to work on the town's Hazard Mitigation Plan. She will also give a cost to work on the Emergency Operations Plan next winter.

Ed Haskell reported that he had been asked to represent the Selectmen on the scholarship committee.

9:40PM Mark Andrew made a motion to adjourn. Dan Kimble seconded the motion. The motion passed 3-0.

Sincerely submitted,
Joe Chivell
Administrative Assistant
Town of Rumney

Coming events:

April 13th Hazard Mitigation meeting
April 13th Conservation Commission meeting
April 18th Rumney Selectmen's meeting
April 20th Rumney Selectmen's Office closed for training
April 25th – 29th Rumney Selectmen's Office closed for vacation
April 26st Planning Board meeting

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