

**TOWN OF WATERVILLE VALLEY  
BOARD OF SELECTMEN  
SPECIAL MEETING MINUTES  
Friday, August 5, 2016 10:30am**

**DATE:** August 5, 2016, 10:30am

**MEMBERS PRESENT:** Chairman Mike Aronson, Bill Larsen and Margaret Turner.

**MEMBERS ABSENT:** None.

**OTHERS PRESENT:** Mark Decoteau and Judy Rolfe.

**1. The meeting was called to order at 10:30 a.m.**

**2. New Business**

- **Status of Submittals/Plans and Paperwork – Water & Sewer Project**

The Selectmen reviewed that status of submittals/plans and paperwork with the Town Manager, Mark Decoteau. Issues that were discussed were:

1. Well #4 Pump and Pitless Adaptor have been approved
2. ICC Authorized to Place the Order – If USDA changes, the Town will move ahead with the installation of Well #4.
3. Concrete foundation plan, pipe, valves, fittings, and well 4 fence and gate.
4. Final Coordination between NH Electric Co-Op and the Contractor is in progress.

After discussing these items a motion was made by Bill Larsen, and seconded by Margaret Turner to:

1. Award Base Bid – Contingent upon concurrent execution of a Scope/Cost Reduction Change Order by Town and ICC
  - a) Base Bid Award - \$1,287,800
  - b) Scope/Cost Change Order #1 per ICC letter dated July 27, 2016- will reduce project cost by \$197,920.
  - c) Revised Project Contract Value = \$1,089,880

The awarding of the bid is contingent on:

- a) Concurrence of Award by USDA
- b) Concurrence of Award by Town Counsel

The motion was carried by a unanimous voice vote.

A second motion followed made by Mike Aronson, and seconded by Margaret Turner to:

1. Authorize Town Manager to Execute Contract Documents – With Above Contingencies

- a) Notice of Award and distribution of Agreement, Change Order #1, and Bonds to ICC
- b) With USDA & Town Counsel concurrence, Execute Agreement and Change Order #1
- c) Issue Notice to Proceed to ICC and schedule pre-construction meeting.

The motion was carried by a unanimous voice vote.

The Board then directed the Town Manager, Mark Decoteau, that they want to use grant dollars first before any further town funds are used and that Substantial Completion must be no later than June 30, 2017. This will mean that all USDA Grant funds will be expended by that date.

Respectfully Submitted,  
Sharon Charron  
Town Clerk/Town Office Assistant