

**BUCKLAND SELECTBOARD
NOTICE OF MEETING
Buckland Town Hall
17 State Street
Friday, February 22, 2019, 5:00 p.m.**

Listing of Topics

1. Open the Meeting
2. **Agenda Items**
 - a. Review, Decision on Pending Change Orders for New Highway Garage and Related Construction Activities
3. Items Not Reasonably Anticipated by Chair 48 Hours in Advance of Meeting
4. Public Comment
5. Adjourn the Meeting

**BUCKLAND SELECT BOARD
MEETING MINUTES
Buckland Town Hall
Friday, February 22, 2019, 5:00 p.m.**

Barry Del Castillo

Zachary J. Turner

Dena G. Willmore

Attendees: Barry Del Castillo, Zack Turner, Dena Willmore

Mr. Turner opened the meeting at 5:00 p.m..

2. Agenda Items

a. Change Order Number 1, New Highway Facility - Re-feed electric service to Butler Building. Cost: \$14,211. This change is necessitated by our decision to compress the order of construction and to demolish the concrete building immediately. Mr. Turner expressed concern that we are seeing a change order before any construction has started. Ms. Willmore explained that by taking the concrete building down during the winter we will be able to erect the two new buildings simultaneously which should speed the process considerably. Discussion of risks to budget. Discussed pros and cons of alternative (moving the crew to Police Building). Mr. Turner moved to approve the change order; Mr. Del Castillo seconded. **VOTED** unanimously in favor.

b. Hazardous Material Mitigation Monitoring Contract - Contract for \$2,500 to Green Environmental Consulting, Inc. - Contracts are typically outside the scope of the construction bid. Primary hazardous material is asbestos in the caulking around the windows. Mr. Turner indicated that this was a reasonable amount. Mr. Turner moved to approve this contract; Mr. Del Castillo seconded. **VOTED** unanimously in favor.

c. Approval of the Project Management Invoice from City Point Partners LLC for \$12,388 - Discussion about the work of the project manager and the potential savings if the construction project timing is compressed. Mr. Turner moved to approve the invoice; Mr. Del Castillo seconded. **VOTED** unanimously in favor.

d. Change order regarding low voltage to line voltage had not been received in time for the meeting; tabled until the next meeting.

e. Mr. Del Castillo led a discussion regarding progress toward the hiring of a new Town Administrator. The profile piece by Community Paradigm was reviewed with suggested changes. Mr. Del Castillo will heavily edit the piece and present it to the Select Board for approval at the next meeting. Discussion on the salary range and potential of enhancing the compensation package with non-monetary items such as allowing for flex time or reducing the work week to a four-day work week. Further discussion is necessary before any decisions are made.

3. **Items Not Reasonably Anticipated by Chair 48 hours Prior to Meeting** - Mr. Del Castillo updated the board on his meeting with the Shelburne Falls Partnership. The Board asked that Mr. Del Castillo relay to the Partnership that the Town is not interested in any major work done on the parking lot next to the tracks and would prefer that work be limited to repaving and painting. Also,

The image shows two handwritten signatures in blue ink. The top signature is "Barry Del Castillo" and the bottom signature is "Dena G. Willmore". Both signatures are written over horizontal lines.

the Board agrees with the initial recommendation of the Finance Committee that any funding to the Partnership be limited to \$5,000.

At 6:15 p.m., Ms. Willmore moved to adjourn; Mr. Del Castillo seconded. **VOTED** unanimously in favor. Meeting adjourned at 6:15 p.m..