

**BOARD OF SELECTMEN  
MEETING MINUTES  
August 10, 2011**

**PRESENT:** RICHARD H. HARTUNG, CHAIRMAN; PRISCILLA R. LINDQUIST, SELECTMAN; SEAN P. MURPHY, SELECTMAN;

Chairman Hartung called the work session to order at 6:15 pm

Present: Design Committee- Kris Emerson, Chris Dane, Tony Ramsey  
Police Department- Chief Beaudoin  
Police Station Building Committee- Neil Lynch, Jim Stewart  
Visitors- Penny Williams, Jorge Mesa-Tejada

Purpose: To discuss the new police station building plans and Hampstead Consultant quotation. Hampstead Design Consultants provided the PSBC with a quotation of \$4,990 for a complete set of designs. Upon approval, there is no expectation to get any more funds from the town for this. They are residents and would like to see a new police station get built. Later drawings, such as HVAC won't need to go through HDC. There was also the comment that the town shouldn't pay for plans that they don't need to. A general contractor will take care of getting what plans are needed. The Town will continue to own its own the plans this way as well. If town meeting doesn't pass it in 2012, they own the plans and can tweak them.

Mr. Emerson explained that the sub contractors for HVAC, Electric, Plumbing and Fire Alarms will be able to take stamped drawings and get an estimated cost to outfit. There are items that will be noted such as the building will be a 400 amp service, so an electrician can take the plan and estimate the cost to put in that service. Plumbing will have on the plan how many bathrooms etc. The HVAC will need to look at the square footage of the building along with the height and number of windows to determine the number of units needed. They are trying to make it so that the estimates will be apples to apples. Selectman Lindquist explained her concern about their not being any overseeing of the building and who monitors it to stay within the budget. Chief Beaudoin explained that if a general contractor is award the job, he has a set of plans to show what everyone is to do. Mr. Emerson explained that they will have a number in the budget for a third party person (professional engineer) to visit the site and report to the town (Selectmen) and also work with Mr. Emerson. Mrs. Williams asked if it would be a clerk of the works, but Mr. Emerson responded that it would be an engineer.

Selectman Murphy asked if with the design plan they will be able to get quotes for a not to exceed cost. Mr. Emerson stated yes. Selectman Lindquist asked who would draw up the specs. Mr. Ramsey stated that the design team would (roofing, plumbing, HVAC, etc). Mr. Emerson stated that a lot of work is being done by the design team and that they are trying to keep future costs down.

Selectman Murphy asked about the septic design and site plan etc, asking if it will need to be included in the not to exceed price. Mr. Ramsey said that once you have the building size someone can give you a cost to connect the septic etc and that maybe Mr. Worthen can help on the road and site work. Selectman Murphy stated that he was concerned with how accurate the numbers will be. What happens if after the election there is no one that can build it for that price. Mr. Emerson stated that the costs should not jump that much that quickly. Mr. Stewart explained that from what he has been told by contractors, they give the cadillac version of a quote, but when it comes down to the job it is more competitive bidding. Chairman Hartung suggested that if any overage is close it could be swung. Selectman Lindquist stated that you couldn't go over the amount voted on by the town. Mr. Ramsey stated that the only way to change the cost would be to change the square footage. Mr. Lynch stated that the contractors

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would know what the budget is when they are bidding on it. The town meeting vote would have taken place. Mr. Ramsey also noted that there would be a contract with the general contractor.

Selectman Murphy asked if the order of things was: get design plan, go to contractors, go to warrant article. Mr. Stewart stated they could put it out for bid shortly after they have their not to exceed cost. That way they could open them if town meeting passes the article and get started quickly. Chief Beaudoin suggested that it could be done before town meeting and the general contractor be available for town meeting. Mr. Emerson and Mr. Stewart stated that the general contractor will get the subcontractors.

Visitors Comments:

Mr. Mesa-Tejada stated that the difference from the not to exceed cost and the number they had for last vote was a commitment from anyone. Previously they had a signed, agreed no to exceed contract.

Mr. Stewart said that if the article passes, then the current 12 member group can review the proposals, come up with a general contractor and have a signed contract. They don't think there is a need for an incentive to have a 80/20 split to come in under budget.

Chairman Hartung spoke to the request for the donated funds to be used to purchase the design plans. The donor of the money is in favor of the funds being used in this manner. Chris Dane stated that we were getting a tremendous value for the plans at \$4,990. Mr. Ramsey reminded the Selectmen that they meet every Thursday and if the Selectmen wanted to they could attend. Selectman Murphy motioned to accept the request of the HPBC to spend \$4,990 for the design plans as quoted by Hampstead Design Consultants and to allow the Chairman to sign. Selectman Lindquist seconded the motion. The motion passed unanimously

The work session ended at 6:45 pm

Tina Harrington  
Selectmen's Clerk