

JOHNSON SELECTBOARD MEETING MINUTES
JOHNSON MUNICIPAL BUILDING
MONDAY, MAY 12, 2025 (CONTINUATION OF MAY 5 MEETING)

Present: Selectboard members: Mike Dunham, Peter Hammond, Duncan Hastings, Adrienne Parker
Others: Tom Galinat, Jeanne Engel, Kelly Vandorn
Absent: Eben Patch

Note: All votes taken are unanimous unless otherwise noted.

1. *Call Meeting to Order*

Adrienne called the meeting to order at 4:00.

2. *Open and Consider Bids for Library Project*

Tom said we got one bid from D. Tatro. He met with Harrison Concrete today. They are just interested in doing the concrete work. We would have to get someone else to do the grouting, angle iron work, etc. He is hoping to get a price from them by the end of the day tomorrow. Tom named other companies contacted that did not bid because they were too busy.

Mike suggested extending the bid deadline until next Monday.

Duncan said the angle iron brackets to tie the building to the foundation could be done as part of the building contract. Tom agreed, but said there is a beam that needs to be put in place the day the foundation is laid, as well as shimming and grouting that needs to happen that day.

Duncan said our procurement policy says we will put projects out to bid, but does it actually say we have to receive more than one bid? Tom read from the policy. It says for projects costing \$3K-\$15K bids from at least 2 vendors should be obtained whenever possible. For projects over \$15K it does not specify a number of bids. Duncan said it may have changed, but federal policy used to be that as long as we could show we put the project out to bid to at least 3 vendors it was okay, even if we only got 1 bid. Jeanne Engel said her understanding is that for this grant we are required to follow the town's procurement policies.

Mike said he would like to see two bids. He worries about how much we have to spend for the whole project. If one part costs more than anticipated, that leaves less for other portions.

Duncan said if the total project costs more than the grant, he will be hard pressed to use taxpayer money to fund full completion of the project. He asked Kelly Vandorn if she thinks the library board is likely to be willing to undertake a capital campaign to fill in any shortfall. Kelly said she thinks the library board would be open to that.

Peter asked, if we waited for a bid from Harrison, how would we get a bid by May 19 to complete the work they can't do? Duncan said he would love to have more than one bid. But if we fail to meet the deadline of 45 days to get the building on a foundation we have a \$600 per day penalty. That could be more important than having two bids.

Duncan said Harrison pointed out today that the bid specs included a lot of things a traditional foundation company doesn't typically do. It doesn't surprise him that Harrison was not interested in doing everything that was in the bid spec.

Adrienne asked, if we had another week how many more contractors could we reach out to? Tom said he would not reach out to any more concrete contractors. He could try to find contractors to do the other work Harrison cannot do.

Duncan said he feels if a contractor went through the RFP process it would not be fair to them to change the process at the last minute.

Peter moved to proceed with opening the bid received today and making the amount public, Adrienne seconded and the motion was passed with Mike opposed.

Adrienne opened the bid from D. Tatro Construction. The bid amount was \$155,500.

Tom said if this bid is selected we should create a contract with a not to exceed amount.

Duncan asked Tom if he thinks this price will keep us within the budget. Tom said yes.

Duncan moved to accept the bid from D. Tatro as the only and low bid, contingent on architect review of the bid and verification documentation of the contractor's qualifications to do the work as per the RFP. The motion was seconded.

Peter asked who will review the references and make a decision. Mike said the board. Duncan said he thinks the documents could be scanned and sent out to board members and if anyone has a significant reservation the board could convene another meeting.

The motion was passed with Mike opposed.

3. *Adjourn*

Peter moved to adjourn at 4:46, Duncan seconded and the motion was passed.

Minutes submitted by Donna Griffiths