

SHAFTSBURY SELECTBOARD
EMERGENCY MEETING
DECEMBER 8, 2011
MINUTES

ATTENDING: **Board Members present:** Karen Mellinger, Bill Pennebaker, Craig Bruder;
Absent Board Members: Carl Korman, Lon McClintock

1. Call to Order

Acting Chair Karen Mellinger called the meeting to order at 12:05 p.m.

2. Announcements

No announcements

3. Conflict of Interest Statement

No conflicts

4. Doxsee Roofing Contract for Firehouse

Karen Mellinger reported that Jim Secor, acting as the engineer for the Town on the main Firehouse roofing project, had advised that the requirement of meeting a performance bond for the roofing contract might cause the bidder to withdraw from the project. The Board then discussed the following: the fact that the work on the project will be complete prior to receiving the invoice; the limited scope of the project; the 10% year-long withhold of final reimbursement to contractor until final inspection; and the urgency of completing the project as soon as possible.

Bill Pennebaker made the motion to waive the performance bond on the Doxsee Roofing Contract for the main Firehouse. Craig Bruder seconded and motion carried unanimously.

Karen Mellinger then reported that Jim Secor had requested a decision as to whether the Town wished to proceed with full replacement of the main Firehouse attic insulation or replace only the damaged material. Full replacement would incur a cost of approximately \$4000 and the job would need to be bid out, based on Town policy. Replacing only the damaged insulation would cost the Town \$500.

Bill Pennebaker made the motion to proceed with replacing only the damaged material. Craig Bruder seconded. Motion carried unanimously.

Craig Bruder made the motion to adjourn at 12:15 p.m. The motion was seconded by Bill Pennebaker and carried unanimously.

Submitted by
Karen Mellinger

