

**PRELIMINARY MINUTES**

**TOWN OF LUDLOW  
BOARD OF SELECTMEN**

**SPECIAL MEETING**

May 17, 2010

**BOARD MEMBERS PRESENT:**

Howard Barton, Jr., Chairman      John Neal (by phone)      Bruce Schmidt  
Doug Ficken      Brett Sanderson

**STAFF PRESENT:**

Frank Heald

**OTHERS PRESENT:**

Leo Graham      Peter Josselyn      Ralph Pace  
Dave Josselyn      Jean Morrill      Patrick Cody – LPC-TV

**1. Call to Order**

A. Chairman, Howard Barton called the meeting to order at 7:00 p.m. All members present.

**2. Consider and Act on the Report of the Armory Construction Committee**

- A. Frank Heald said that the committee had met and carefully considered all of the bids. It was a long and thoughtful process. He said that the apparent low bidder, recommended by the committee is the Josselyn Brothers. There were six contractors that submitted bids and the committee narrowed that down to two finalists. It became apparent that the budget was tight and the Josselyn Brothers worked hard with the committee to stay within that budget.
- B. John Neal said that it was a long process, spanning over three weeks and taking about 24-26 hours of meetings and discussions. The committee sorted through each bid and compared item to item among the bids. They met with Jerry Hansen. The committee is comfortable with the numbers. The total is \$1,142,224.00. The budget is \$1,200,000.00, leaving \$57,776.00 for contingencies. The committee recommends that the bid be awarded to the Josselyn Brothers. They did a great job on the bid and worked hard with the committee. They are a local company and this will help keep this project community driven.
- C. Doug Ficken agreed that the committee had sorted through all of the bids. There was a lot of good information and we all learned a lot. The Josselyn Brothers worked with the committee and made a great presentation.
- D. Howard Barton asked when work would start.
- E. Frank Heald said it would take a couple of weeks to get the demolition permit.
- F. Peter Josselyn said that they would have to get the final contract signed. He added that the contractors are looking for work and want to start as soon as possible. He added that they are looking for September completion.
- G. Bruce Schmidt asked about parking and traffic flow.
- H. Frank Heald said that the school is working with Bruno Associates on that.
- I. Bruce Schmidt asked if there would be any dirt work.
- J. Frank Heald said that the design from another contractor narrows the neck on the parking lot. There will be a handicapped walkway and probably no paving.
- K. Bruce Schmidt asked if the committee is comfortable with this bid.
- L. John Neal and Doug Ficken said yes. He asked if the committee meetings with the contractors had just been for final clarification from the contractors.
- M. Bruce Schmidt said that he is comfortable that this process was open and honest and meetings just for clarification.
- N. **MOTION by Bruce Schmidt and seconded by John Neal to accept the recommendation of the Armory Construction Committee and award the bid to the Josselyn Brothers.**
- O. Ralph Pace asked for the individual numbers for the Armory Building and the Tank Barn.
- P. John Neal said the Armory is \$740,479.00 and the Tank Barn is \$311,245.00. He added that other fees were listed on the spreadsheet.
- i. Cap - \$30,000 – lead asbestos clean up
  - ii. Kitchen Appliances - \$10,000

- iii. Kitchen Hook-ups - \$7,500
- iv. Clerk of the Works Fees – 28,000 – Jerry Hansen
- v. Bid Expenses to date - \$15,000

Q. **Motion passed unanimously.**

R. Frank Heald recommended that the board have the Armory Construction Committee continue to work with the contractor and the clerk of the works for the duration of this project.

S. Howard Barton said that the committee had been appointed by this board and would continue to work on the project.

T. The board thanked the Josselyn Brothers for their help and congratulated them on being awarded the bid.

3. **Adjourn**

A. **MOTION by Bruce Schmidt and seconded by Doug Ficken to adjourn. Motion passed unanimously.**

B. Meeting adjourned at 7:09 p.m.

Respectfully submitted,

Lisha Klaiber

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Howard Barton, Jr., Chairman

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Brett Sanderson

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Doug Ficken

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Bruce Schmidt

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John Neal