TOWN OF ORFORD

Selectboard Meeting Minutes

March 21, 2015

MEMBERS PRESENT: Tom Steketee, Anne Duncan Cooley, John Adams

OTHERS PRESENT: Roger Hadlock (Road Agent), Cicely Richardson (Journal Opinion)

The meeting was called to order 9:31 AM.

Steketee reported on his discussions with Road Agent regarding bid specifications. The Deere or Case would work. The Deere mechanic working for dealership in Pembroke actually lives in Bradford Vermont, so servicing expenses could be reduced. The Case equipment the Town owns could be either modified or traded in for equipment for another brand.

The Board went through the specifications, with the Road Agent, asked questions and modified the specifications regarding tires and engine and front bucket.

The group discussed getting additional pricing for spare tires and any other options in addition to the backhoe/loader. They also changed the specification to add a request for quotes on warranties, and discussed whether to retain option to sell the old backhoe/loader instead of requiring trade-in.

The Board approved revising the bid as discussed. The bid will go out to known suppliers, newspapers and be posted around town on Monday. Adams will write up the new specification and circulate it to make sure it reflects the Boards approval at this discussion. Bid will be due on March 31st 5:30 pm. The Board will have a special meeting at 5:30 PM March 31st for bid opening.

Road Agent informed the Board that he needs an additional crew member now that it's mud season. Adams suggested that flexible schedules might be the best way to manage the department with a third crew member. Hadlock said that the current two-man crew is not enough for the current workload. Hadlock said a three-man crew means you can do more than one thing. Sometimes having a subcontractor driver would help two projects be done more efficiently.

This summer there will be a number of projects for a crew to work on, such as a Sawyer Brook culvert replacement and a culvert on Blackberry Hill that needs to be done before paving.

Cooley asked whether we could get a temporary employee now while we look at the long term workload and whether is would be less expensive to have seasonal help and hire contractors to do specific projects.

Hadlock says there's always something to do that will use a 3-man crew year round.

Adams suggested maybe a one-year contract for an employee would give the Board time to look at the situation and decide the best way to go. Adams said he thinks there are few days that a well-managed three person crew would not be busy.  However, it might be good to have workers with different skills at different times of the year.

The Board agreed to review seasonal manpower versus task allocations for the highway department.

The Board agreed to advertise for a third road crew member, with resumes due the 31st, and to discuss in the interim whether the position would be contract or permanent.

The meeting adjourned at 11:27 PM.

Respectfully Submitted,

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Anne Duncan Cooley