



**TOWN OF  
BROOKLINE, NEW HAMPSHIRE  
SELECTBOARD**

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*Minutes  
Public Works Building Committee  
September 14th, 2021*

Members in attendance: Eddie Arnold, Cindy LaCroix, Mike Wenrich, Todd Croteau, and Tad Putney.

6:33pm - **Eddie** called the meeting to order.

**Minutes**

*Mike moved, seconded by Todd, to approve the September 1st<sup>h</sup> minutes as written; Vote Yes 5-0.*

**Review of Project Cost Spreadsheet**

**Tad** reviewed the latest project cost spreadsheet. He noted our owner's contingency was now up to \$53,000 with the recent credit from North Branch's contingency. He said we also have about \$16,000 left in the ledge allowance, which should not be spent and potential savings of \$10,000 on the gates for the facility. Members were still not comfortable approving the change order to place plywood around the interior walls of the salt shed at a cost of about \$16,000.

**Invoice Review**

**Mike** reviewed an email he received from **Chad** at Fieldstone in response to our questions regarding their invoice for \$6,174.70. In the email, **Chad** agreed to a further discount of \$120. **Mike** advised that our contract specifies \$0.70 cents per mile for travel, so members were okay with it. Members reviewed and identified invoice items related to the elevation grade change/mistake. Line items in the amount of \$85, \$180 and \$120 were identified as linked to the elevation issue, but not included in the \$615 invoice credit. *Cindy moved, seconded by Mike, to approve payment to Fieldstone in the amount of \$5,669.70; Voted Yes 3-0. Tad and Todd not voting. Mike will contact Chad to advise him of the committee's approval of the invoice.*

*Cindy moved, seconded by Mike, to approve payment to Bingham Lumber in the amount of \$850 for two metal gates to be used at the facility; Voted Yes 3-0. Tad and Todd not voting.*

**Discuss Change Orders**

*Tad moved, seconded by Todd, to approve a \$15,000 credit change order to move funds from the construction manager's contingency to the owner's contingency; Voted Yes 5-0.*

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*Todd moved, seconded by Tad, to approve a change order in the amount of \$2,012.33 for the installation of outlets in the salt shed; Voted Yes 5-0.*

**Safety Fencing**

Members discussed the potential of placing safety fencing at the top of the retaining wall and around the perimeter of the two retention basins. It was agreed that a four-foot chain link fence would be prudent above the retaining wall. **Tad** will contact **Roland** to get pricing. There was agreement that we do not know the risk of the retention ponds at this time. *Cindy moved, seconded by Eddie, to defer a decision on fencing around the retention basins to the Joint Loss Management Committee – when they know how much water is in them; Voted Yes 5-0.*

**Next Meeting**

It was agreed the next committee meeting will be September 28<sup>th</sup> at 6:30pm in the Town Hall Conference Room. The Invoice Approval Subcommittee will next meet at 10am on Saturday, October 2<sup>nd</sup> to review the next set of invoices.

Meeting adjourned at 7:22pm.

Minutes submitted by Tad Putney.