

Minutes of the Westmoreland Selectmen's Meeting
Monday, August 5, 2019

BOARD MEMBERS PRESENT: Russ Austin, Frank Reeder, Clayton Stalker

1. The meeting was called to order at 6:30PM by Chairman Russ Austin.
2. Chairman Austin stated that he had attended a meeting of the Fire Department Facility Advisory Committee last week. At the meeting, Harry Nelson expressed his concern that the Board of Selectmen had set them back steps whenever the committee moved steps forward. Russ added that the Board of Selectmen were trying to do what is legally correct for the town in getting the advice of the town attorney regarding possible conflict of interest issues. The attorney stated that, while the town does not have a conflict of interest policy, the perception of a conflict of interest may be present. His recommendation is that no one with a possible future financial interest in the fire station should be participating in the project going forward. He further added that he would suggest the Selectmen and Committee meet with an architect or design professional to fully understand the construction process and that it might be beneficial to hire a project manager to oversee the project. Regarding the issue of asking questions to the three top bidders of the Architectural Design Request for Proposals (RFP), questions can be asked for clarification of something in the RFP as long as the intent of the RFP is not changed. Clayton Stalker reiterated that the Selectmen are behind the new fire station and the work the committee has been doing 150%.
The Advisory Committee left the Selectmen's meeting to further review and discuss the RFPs.
3. A motion was made by Frank Reeder, second by Clayton Stalker to enter into non-public session per RSA 91-A:3,II(1) at 7:00pm. Motion passed.
4. A motion was made by Clayton Stalker, second by Frank Reeder to seal the non-public session minutes and return to public session at 7:20pm. Motion passed.
5. Frank Reeder, upon the recommendation of the town attorney, stated that the town should have a Competitive Bid Policy that would enforce how bids are scored in awarding a project that would treat all bidders fairly and equally.
6. The meeting was adjourned at 7:25pm.

Respectfully submitted,

Jo Ann LaBarre
Town Administrator

BOARD OF SELECTMEN

Russ Austin, Chairman

Frank Reeder

Clayton Stalker