

**Town of Auburn  
Board of Selectmen  
April 19, 2021  
Mandatory Pre-Bid Onsite Meeting  
55 Eaton Hill Road**

**5:00 PM**

**Selectmen Present:** Keith Leclair, Todd Bedard and Michael Rolfe

**Others Present:** Tom Carroll of New Hampshire Demolition of Auburn. Alan Villeneuve of Pidcor, Inc., of Auburn; Dan Tatem of Stantec Consulting, and Town Administrator William Herman.

Mr. Leclair convened the site walk gathering at 5:08 PM.

Mr. Leclair, Bedard and Rolfe provided an overview of the 20' x 60' storage facility the Town was interested in constructing on the Town's Public Safety Complex property in the southern area of the property in-between the Complex and the ice-skating rinks. The Town issued project specifications for either a wooden structure or a metal structure. Vendors were invited to submit proposals on either or both types of buildings. The Town was not leaning towards one or the other, with adherence to the approved budget amount being the ultimate deciding factor.

The Selectmen and Mr. Tatem answered specific questions asked by each contractor present, with Mr. Tatem referring to various portions of the bid specification document.

It was noted the parking lot light pole that was in the immediate area of the construction site would be removed, and an area light would be attached to the building. Mr. Tatem indicated the specification for the light was in the bid document, although a "similar" light could be included in the proposals submitted.

Mr. Leclair noted it was the intention of town officials for the storage facility to provide dry storage for several departments and ultimately replace a trailer body unit currently in place at the Safety Complex, in addition to two self-storage units at a local facility.

Mr. Villeneuve noted it was understood certain site work was being donated to the project and the Town was separately covering paving for the project. However, he also suggested that a base amount for pavement – something like \$5,000 – be carried in both bid submissions to cover necessary work in a timely manner. All parties agreed to this suggestion.

Mr. Tatem noted that proposal was due to be submitted to the Selectmen's Office on Friday April 30th at 2 PM. And that the proposal would be on the Board of Selectmen's meeting agenda for Monday, May 3rd.

The site meeting concluded at 5:32 PM.