

**Town of Auburn
Board of Selectmen and
Board of Library Trustees
Workshop Meeting
June 15, 2020
Minutes**

6:00 PM

Selectmen Present: Keith Leclair, Todd Bedard and Michael Rolfe

Others Present: Library Director Kathryn Gowney, Library Trustee Nancy Mayland, Town Administrator William Herman and Nancy Hoijer, Recording Secretary

Selection of Vendor for Library Building & Property Evaluation Project

Mr. Rolfe indicated there is a difference between engineering design and architecture, and he felt this initial work requires more of an engineering focus than architecture. He also suggested in a bidding process, it is common to low bid the first part of the process with the hope of making it up during the second part of the process. Mr. Leclair indicated that his experience is if a different contractor is chosen for the next phase of the project, they will want to develop their own data to act on. Both noted that Stantec wrote the criteria for this project for the Capital Improvement Program and were the only bidder to stay on point with the scope of the work in the Request for Proposal. Mr. Rolfe indicated the other two would hire someone out for the engineering, while Stantec would outsource the architecture. All agreed the second part of the process should be put out to bid.

Mr. Leclair noted any of the three firms being considered were capable of doing the job, and he felt they had to look at their price and past performance. He verified references for H.L. Turner with folks at the Auburn School District by contacting Alan Villeneuve who indicated while there were a few glitches with drainage, the retention pond, fire suppression systems and use of reclaimed asphalt on Manchester Water Works property as Mr. Rolfe indicated, Mr. Villeneuve noted those types of issues are expected with any project of that size. Mr. Leclair indicated he spoke with Lori Collins and she indicated H.L. Turner had been great to deal with in one-on-one meetings and with groups of teachers.

Mrs. Mayland indicated the feasibility study is about determining what is reasonably possible on the site and to potentially offer options. We do not know what our options are yet or what we are going to choose. She felt having a library consultant involved after this initial evaluation but before the design phase is undertaken would be a big help.

Mr. Bedard agreed with Mr. Leclair that any of the three firms could handle this project, and that Stantec knows the Town.

Mr. Leclair indicated public input sessions early on have a lot of value. Mrs. Mayland agreed and felt that was a process that was under way with a community survey the Library Director is currently developing and a community forum to be facilitated by Primex, where information from the evaluation project and the community survey could be presented. The Trustees were

attempting to use some existing resources, while Ms. Growney indicated we should do everything we can to keep the cost down.

Mr. Bedard motioned to chose HL Turner Group to conduct the Library Feasibility Study for the proposed cost of \$8,120.00. Mr. Leclair seconded the motion. A vote was taken – Mr. Bedard – aye, Mr. Leclair – aye, and Mr. Rolfe – opposed. The motion passed 2-1-0.

Mr. Herman will notify H.L. Turner tomorrow of the decision, then the contract will be signed.

Adjourn

Mr. Bedard motioned to adjourn the meeting at 6:27 PM. Mr. Rolfe seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

Respectfully submitted,

Nancy J. Hoijer,
Recording Secretary