

WISCASSET BOARD OF SELECTMEN,
BOARD OF ASSESSORS & OVERSEERS OF THE POOR
MAY 17, 2011

Preliminary Minutes

(tape recorded meeting)

Present: Bob Blagden, Vice Chairman Judy Colby, Pam Dunning, Chairman David Nichols, Ed Polewarczyk and Town Manager Laurie Smith

1. Call to Order

The chairman called the meeting to order at 7 p.m.

2. Pledge of Allegiance to the Flag of the United States of America

3. Approval of Treasurer's Warrant: May 10, 2011 and May 17, 2011

Judy Colby moved to approve the treasurer's warrants of May 10 and May 17, 2011. Vote 5-0-0.

4. Approval of Minutes: May 3, 2011

Judy Colby moved to approve the minutes of May 3, 2011. Vote 5-0-0.

5. Special Presentations or Awards

A. Gerry Audibert, Study Manager, Maine Department of Transportation to propose a joint State-Town pedestrian traffic plan

Audibert submitted a proposal to share with the Town of Wiscasset the cost to retain uniformed traffic officers to reduce traffic delays through downtown Wiscasset by better managing pedestrian crossings, particularly from July through September. Included in his proposal were data on traffic volumes and traffic speeds. He described the various data collection methods being used, i.e. radar and web cams. He proposed traffic monitoring during July and August with and without the presence of a uniformed officer to determine whether traffic delays could be effectively reduced.

The cost of one officer for 500 hours would be \$7,170. Maine DOT would contribute 50%, E. Davies Allan would contribute \$2,000, and Wiscasset would contribute the remainder or \$1,585. The cost of two officers (1000 hours) would be \$14,340, Davies would contribute \$2,000 and Wiscasset would be responsible for \$5,170.

Judy Colby recommended stationing one officer at the post office corner from 10 a.m. to noon on Saturdays. In response to Ed Polewarczyk's question, Town Manager Laurie Smith said funds could come from the contingency account or from the police budget if funds were available. Audibert recommended discussing the proposal with the Police Department, Transportation Committee and Chamber of Commerce.

Police Lt, John Allen said that the traffic controls implemented in the past helped pedestrians and side street traffic, but did not help Route 1 traffic at all. He said he did not see the benefit of traffic officers and suggested using the funds instead for parking enforcement. He said when traffic officers had been used in the past, the department had seven or eight officers, which they do not have now.

Bill Curtis recommended that a committee (Town Manager, Chamber of Commerce, Police Department and Beautification Committee) be formed to discuss the matter and make a recommendation.

recommendation at the June Town Meeting. Other suggestions included requesting assistance from the Sheriff's Department, a pedestrian tunnel or bridge, one-way streets, traffic signals, barriers and traffic officers. Audibert said that a tunnel or bridge would not be considered by the DOT. He added that the state's contribution would not be setting a precedent for the future.

It was the consensus of the board to move forward with the proposal. Bob Blagden suggested a trial in July comparing one week with an officer with the weeks before and after without an officer and then deciding whether to go ahead with the proposal. John Allen recommended that data be collected during the last two weeks in July and first two weeks in August, from 10 to 6, using current staff, as it would be easier to schedule officers for this short period than to hire officers for a longer period.

B. Dick Forrest and representatives of the Shellfish committee to present data regarding the clam harvesting economic impact study

Forrest said that in response to a request four years ago by David Nichols for information on the economic impact of the clamming industry in Wiscasset, he had contacted Amy Winston, Lincoln County Economic Development Office and Mary Ellen Barnes, Lincoln County Regional Planning Commission. Winston had prepared an analysis of the economic importance of the soft-shell clam resources and industry to the town. The report shows a total economic impact for 2010 of \$151,021.

Barnes said the study included documentation on the clam diggers such as how often they dig, how many months a year are they engaged in clamming, how many other jobs they have and how they compare with other towns in the state or in Lincoln County. The report indicated that the dollar value of clams harvested in 2010 was \$115,515, the greatest harvest in the past 20 years. The harvest produced \$53,696 in income for the clambers. She said the industry was healthy due to the conservation efforts; and by cooperating with other communities, Wiscasset may be able to develop a market for its products.

7. Public Comment

Steve Mehrf advised the board that a lot next to the town parking lot on Water Street was for sale if the town were looking for additional parking space.

Frank Risell said more than a sign ordinance is needed to make the town attractive and that absentee owners should be required to take care of their property.

Don Lamson asked whether the board intended to look at alternative energy sources, and he suggested wood-fired boilers. He congratulated the town on the recycling ordinance on the town warrant, but recommended giving people tools to recycle rather than inflicting punitive consequences.

8. Department Head or Committee Chair Report

Chris Wolfe presented for the selectmen's signatures the RSU warrant calling for an election on June 14, which will coincide with the Town Meeting. There are two articles on the warrant: Approval of the RSU Budget and authorization to issue bonds or notes not to exceed \$160,000 to acquire the school administrative property in Whitefield. RSU will hold a budget meeting on June 4 at 10 a.m. at the Windsor Elementary School and the public hearing on the second article will be held at noon. Wolfe said absentee ballots for the Annual Town Meeting and the RSU bond authorization are currently available. Absentee ballots for the RSU budget validation will be available after June 4.

9. Unfinished Business

A. The Downtown Plan for Wiscasset

David Nichols moved to adopt the Downtown Plan for the Town of Wiscasset. In response to questions, Laurie Smith said the plan was a summary of the approved comprehensive plan and would fulfill the requirement for a downtown plan, which would be necessary to apply for a Maine Community Future grant. The infrastructure grant would enable the town to move forward with the railroad platform and parking lot as part of the commercial pier project. Total implementation of the plan would involve different partners for the various aspects.

In response to a question on connecting the two piers, Bob Faunce, Lincoln County Planning Commission, said the number one priority of the Bicycle and Pedestrian plan approved by the selectmen was to connect the two piers with a boardwalk. He added that 97% of the respondents to a bicycle/pedestrian survey supported the boardwalk connection.

Bob Blagden said that he saw value in the plan for additional parking and a more usable railroad platform, but said it was hard to support building additional walkways and piers when the town cannot afford to maintain the piers it has. **Vote 4-1-0.**

10. New Business

A. Central Maine Power Company application for pole location on Route 218 - no action

B. Commercial Waste Haulers: Giles Rubbish, Pine Tree Waste and Regional Rubbish Removal

David Nichols moved to approve the Commercial Waste Hauler applications for June 1, 2011 to May 31, 2012. Vote 5-0-0.

C. Open Road Striping Bids for 2011

Bids were received from the following firms: Lucas Striping LLC, Hagar Enterprises and Highway Safety Systems. **David Nichols moved that the Board of Selectmen authorize the Town Manager to award the bid to the lowest qualified bidder. 5-0-0**

D. Open Street Cleaning Bids for 2011

The following bids were received:

E. C. Barry and Sons	\$100/hr.	\$40 per basin
McDonald's Sweeping	\$100/hr.	\$35 per basin
Wilson Commercial Sweeping	\$119.90/hr.	\$29.90 per basin
National Water Main Cleaning Co.	\$195/hr.	\$55 per basin

David Nichols moved that the Board of Selectmen authorize the Town Manager to award the bid to the lowest qualified bidder. Vote 5-0-0.

E. Sign Ratio Declaration and Homestead Reimbursement Application

David Nichols moved that the Board of Selectmen sign the Ratio Declaration and Homestead Reimbursement Application. Vote 5-0-0.

F. ICMA Retirement Plan Adoption

Smith said the administrative services agreement is part of the package to be sent to the ICMA. It establishes a 457 ICMA plan that is part of the Town Manager's contract and is available to other employees under certain conditions. There is no fee for establishing the program. The town will match the town manager's contribution as specified in her contract, but will not match

the contributions of other employees. **David Nichols moved to adopt the suggested resolution as attached to this agenda establishing a 457 deferred compensation plan. Vote 5-0-0.**

G. Spirit of America Foundation Recognition

Ed Polewarczyk said last year the foundation had recognized the contributions of St. Philip's Episcopal Church to the community, and it has asked the Board of Selectmen in the next month to choose another non-profit organization in town to be recognized for its contributions to the community. A list of non-profit organizations will be developed for the board's consideration.

11. Town Manager's Report

A. Central Maine Power Land Transfer

Smith said there was no further information on the condition of the dam and previous maintenance. If CMP retains the property, it will be taxable but with the covenants, the value will be diminished.

B. Attorney letter regarding website links

A copy of the letter from Attorney Hole regarding the website links was provided. He advised that it be used only for governmental functions, or that it be opened up to community organizations without the ability to monitor content.

C. Wiscasset Community Center membership rates effective 7/1/11

The rates have been increased about 10% effective July 1.

D. July Fourth Parade applications

Applications for parade participants are available. Several of the Senior Center Trustees will be Grand Marshals; Ed Cavanaugh will be a judge together with Sue Robson and Cindy Collamore of the Waterfront Committee.

E. Fuel Bids for 2011-12

Smith said there were four options: Maine Power Options (which she recommended); extending Sewell agreement although the town does not have sufficient capacity at this time; MDOT, which would require diesel fueling at DOT in Edgecomb; and index pricing with Sewell, now at \$3.18/gallon. She recommended watching the weekly price updates and going out to bid later in the summer. Smith will be receiving weekly updates from Sewell and has requested fuel agreements from DOT for the transfer station trucks during the summer. She said obtaining diesel and heating fuel at \$3 per gallon would meet budget projections and according to Ned Sewell was not unreasonable. She recommended having purchasing flexibility to take advantage of price changes without waiting for a board meeting.

F. General Update

Smith has been nominated to serve on the Maine Municipal Association Executive Committee beginning in December. The appointment will be voted on by the MMA board and by the General Assembly of the association.

RSU Budget information was distributed; Wiscasset's share has increased \$24,000 for public education, and \$2,000 for adult education.

The Senior Center owns a donated organ that it would like to give away. **David Nichols moved to allow the Senior Center to give it to a non-profit organization. Vote 5-0-0.**

Smith said in the monthly reports that had been distributed; she had done a synopsis of the warrant articles and included a summary of the changes to the ordinances.

Smith reported on the water rate hearing. Application will be made to the PUC for increases of 35% for homeowners and 45% for fire protection.

Governor LePage will be in Lincoln County for a "Capital for the Day" visit on Friday, May 20, at Edgecomb, Boothbay, Boothbay Harbor and Damariscotta. All are invited to a meeting at 6 p.m. at Lincoln Academy.

Smith noted there had been an article in the Kennebec Journal about Maine having the most business-friendly tax policy.

12. Other Board Business

Judy Colby reported on the RSU reapportionment meeting on May 11; the board now has 21 members, four of which will be from Wiscasset. The weighted vote of Wiscasset has not changed. The change requires state approval and Wiscasset will then appoint another member. Colby recommended that Don Jones be appointed. If approved by the state, the one-year appointment can be voted on by the selectmen at the June 7 meeting, two days before the next RSU meeting.

David Nichols moved to extend the meeting past 10 p.m. Vote 5-0-0.

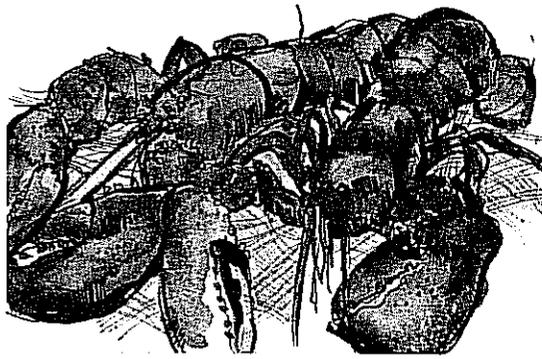
Bob Blagden asked that the Town Manager be authorized to send a letter to Don Jones thanking him for his participation at the RSU meeting.

David Nichols moved to go into executive session pursuant to 1 M.R.S.A §405 (6)(D) to discuss personnel matters. Vote 5-0-0.

The board exited executive session at 10:35 p.m.

13. Adjournment

Judy Colby moved to adjourn the meeting. Vote 5-0-0.



PARADE 2011

“Waterfront Wonderland”

TOWN OF WISCASSET

PLEASE FILL OUT AND KEEP WITH YOU! Will be collected while passing judges table.

LINE-UP JULY 4TH (Monday) AFTER 10:00 – PARADE STARTS AT 11:00 A.M. SHARP.

Parade line up on Churchill Street, facing South towards Route One.

NAME/ADDRESS: _____

E-MAIL/PHONE: _____

UNIT CATEGORY (Please circle one): Float Band Walking/Marching

AWARD CATEGORIES: (If you would like your unit to be judged, please select one award category.)

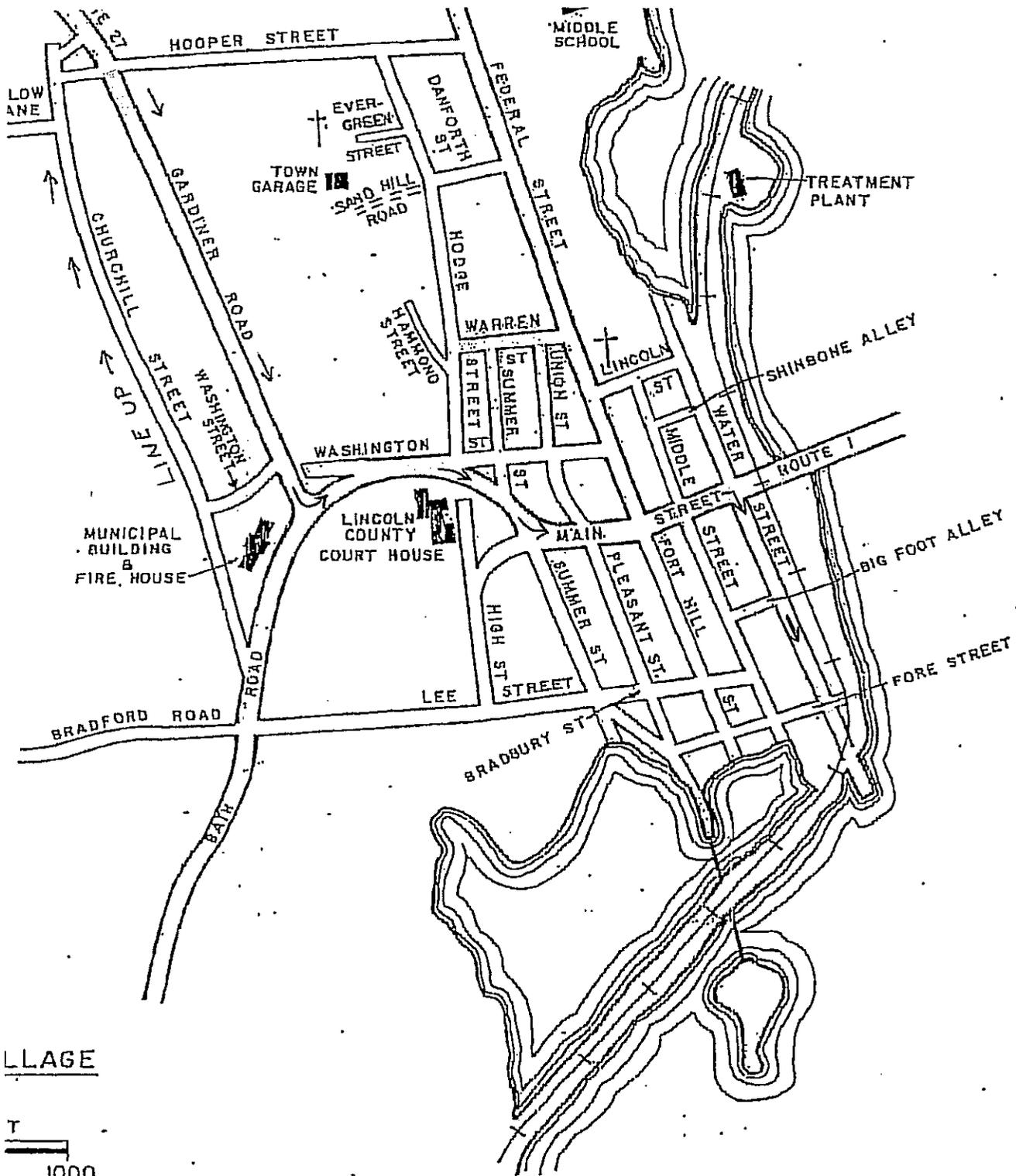
Business	Non-Profit	Auto	Youth
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1ST PRIZE = \$50.00

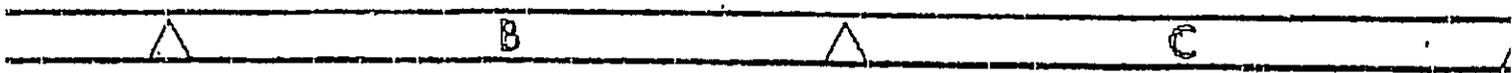
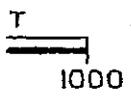
2ND PRIZE = \$25

3RD PRIZE = \$10

WINNERS WILL BE ANNOUNCED IN THE NEXT ISSUE OF THE WISCASSET PAPER.



LLAGE



IELL & ASSOCIATES
 RN, MAINE
 1973

WISCA
 MA



STATE OF MAINE
DEPARTMENT OF TRANSPORTATION
16 STATE HOUSE STATION
AUGUSTA, MAINE 04333-0016

Paul R. LePage
GOVERNOR

David Bernhardt
COMMISSIONER

May 30, 2011

Ms Laurie Smith, Town Manager
Wiscasset Town Office
51 Bath Road
Wiscasset, Maine 04578

Re Modified Proposal to Hire Reserve Police Officers to Improve Route 1 Traffic Flows

Dear Ms Smith

This 2011 summer traffic management plan proposal supersedes a proposal discussed at the May 17 Wiscasset Board of Selectmen meeting. It is offered in response to comments received at that meeting and a subsequent May 23 meeting with you, Wiscasset police, business owners and others to refine the concept and its details. In order to allow time to coordinate this proposal, MaineDOT requests approval or approval with modifications of this recommended plan by the Board of Selectmen at their June 7 meeting as described below. The data and other materials provided in the earlier proposal still pertain and should be referenced for additional background information.

- 1 Utilize two Wiscasset and/or Lincoln County Sheriff's Department reserve officers to manage traffic along US Route 1/Main Street in Wiscasset between Water Street and Middle Street, and possibly including Federal Street. The main purpose is to better manage pedestrian crossings and side street traffic to improve vehicular throughput along Main Street such that the most vehicles possible are allowed to pass during peak traffic conditions without unduly restricting pedestrian access.
- 2 The two reserve police officer positions will work a seven-day-per-week, four-week period beginning Sunday July 17 through Sunday August 14. This four-week period has been shown over the past two summers to be the time when the most vehicle delays occur. Work hours will be from 10:00 AM to 6:00 PM every day with the two officers at their positions at all times. Please note replacements will be needed for lunch and other breaks. I have added 2 hours per day to account for these breaks for budget purposes but this is subject to the board of Selectmen's determination.
- 3 MaineDOT staff will take traffic counts at Water Street in both directions from 3:00 PM to 6:00 PM on Friday, July 15 before the officers are stationed and again from 3:00 PM to 6:00 PM on Friday, August 5 with police present. The purpose of these two traffic counts is to determine the vehicle throughput (capacity) with and without police officer presence, thus providing a measure of the effectiveness of utilizing uniformed police to manage traffic during peak periods.



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- 4 A brief report will be provided comparing traffic flows with and without uniformed police officer presence and if appropriate recommendations will be made for further actions or strategies to consider. There is no commitment to continuing this plan by either party at this time, though the results could yield new approaches to traffic management.
- 5 Based on the \$15.00 per hour labor rate provided by Ms. Smith (which yields a rate of \$16.50 fully burdened), the total estimated cost breakdown excluding the cost of filling in for reserve officers when they are on lunch and other breaks is as follows:
 - 2 reserve officers for 28 days at 10 hours/day and \$16.50 per hour = \$9,240.00
 - Minus 50% MaineDOT cost share = -\$4,620.00
 - Minus Mr. E. Davies Allen contribution = -\$2,000.00
 - MaineDOT traffic counts, report and administrative costs = \$ 0.00
 - Resulting Cost to Town of Wiscasset = \$2,620.00

I look forward to discussing this proposal with you and the Board of Selectmen so we may reach an agreement to test the effectiveness of utilizing uniformed police officers for traffic management this summer. This effort will allow us to state with confidence whether using uniformed officers can measurably improve traffic flows. Please contact me if you have any questions or would like additional information prior to the meeting.

Very truly yours,



Gerry Audibert, P.E.
Study Manager

June 14, 2011
Annual Town Meeting (Election)
Ballot Clerk List

AM BALLOT CLERKS

D – Patricia Bridgham

R – Joan Grondin

R-Katharine Martin-Savage

COUNTERS

R-Joan Barnes

D-Susan Varney

PM BALLOT CLERKS

D- Lorie Merry

R- Belinda Haggett

Board of Selectmen:

David Nichols-Chairman

Pamela Dunning

Robert Blagden

Judith Colby

Edward Polewarczyk

Request for Proposal (RFP)

The Town of Wiscasset is requesting proposals for the repair of (2) H.B. Smith 19 series, 5 section boilers at the Wiscasset Municipal Building. A complete cleaning and re - gasketing of the boiler sections is needed. Proposals are due no later than 12:00 Noon Tuesday, June 7th, 2011 and will be opened at the Selectmen's meeting the same evening at 7 p.m.

Please submit a proposal for boiler repair with the following specifications:

1. Each boiler, serial number F94-729 and F94-730, will require replacement of all gaskets with new gaskets between each section of each boiler. This will include the smoke hood and a new target wall for each boiler.
2. Each boiler will be reassembled using the requirements outlined by H.B. Smith for the 19 series boiler.
3. Pressure testing of each boiler will be done to insure that each section of each boiler has sealed correctly.
4. A price must be included in the specification for the cost of (1) rear section and (1) intermediate section of the aforementioned boilers should a section of the boiler need replacement because of cracks making the section unusable.
5. All efforts must be used to repair any section of the boiler(s) that have failed before replacement is considered. The head custodian must be consulted before a section is replaced.
6. A "major" service must be performed on each boiler to include a complete cleaning of the fire side, electrode and nozzle replacement, and all fuel filters associated with the boilers. The system to be flushed, filled with glycol (**produce two separate bids, one filled with glycol, and one without**) and an acidity test documented. A written report will be submitted documenting the final scope of work done on each boiler, the major service work done, and an electronically tested boiler efficiency report.
7. Complete project management will be handled by the company submitting the proposal.
8. All work done shall be warranted for (1) year from completion of the job.
9. All work done must comply with the rules and regulations outlined in the State of Maine Board of Boilers and Pressure Vessels most current publication.
10. Any errors or omissions detected by a company submitting a proposal must be submitted to the municipal building head custodian or Wiscasset town manager at least 24 hours before proposal opening.
11. Proof of a current certificate of liability insurance must be submitted with the proposal.

Two proposals (one filled with glycol and one without) must be submitted in a sealed envelope marked "Municipal Building Boiler Repair" to the Wiscasset Town Office · 51 Bath Road · Wiscasset, ME 04578 · no later than 12:00 Noon EST, Tuesday, June 7th, 2011. Proposals received after that time will not be considered. Proposals will be opened and reviewed by the Town Manager, who will recommend to the Wiscasset Board of Selectmen, the proposal that best meets the Town's needs. After review and consideration, it is anticipated that the Selectmen will announce the final award during a regular Selectmen's meeting which will begin at 7:00 p.m. **The Board of Selectmen may reject any and all proposals for any reason whatsoever.**

It is the responsibility of the company submitting the proposal to examine the specifications to ensure that he/she fully understands the proposal requirements. Any questions or inspection regarding the proposal should be directed to the head custodian of the municipal building, Pam Lear, by telephone during the hours of 8a.m. to 12 noon at 207-882-8200. All questions must be addressed at least 24 hours before proposal opening.

Mechanical Services Augusta
Attn: Travis Wheeler
40 Gabriel Drive
Augusta, Maine 04330
207-626-0822

Nason Mechanical Systems
Attn: Richard Murphy
194 Merrow Road
Auburn, ME 04210-8896

Comfort Systems USA – AirTemp
Attn: Bill Packard
11 Wallace Ave
South Portland, ME 04106
207-774-2300

Ron's Oil Heat & LP Gas Service
Attn: Ronald A. French
P.O. Box 623
Wiscasset, ME 04578
207-882-6778

Carmen Knipe Plumbing & Heating
Attn: Dwayne Boynton
P.O. Box 29
Bristol, ME 04539

May 11, 2011

From: Greg Griffin, Road Commissioner

Subject: Request for Bid
2011 Bituminous Paving - Road Reclamation
Wiscasset, Maine

The Town of Wiscasset is seeking qualified bidders for its 2011 Bituminous Paving Program. The following specifications detail the design and extent of the proposed work. In order to be considered, potential bidders must complete the enclosed bid form and return it, in a sealed envelope, to the following address before 12:00 noon, on Tuesday, June 7, 2011.

2011 Bituminous Paving Bid
Greg Griffin
Road Commissioner
Town of Wiscasset
51 Bath Road
Wiscasset, ME 04578-4108

GENERAL SCOPE OF WORK:

This work consists of furnishing and placing hot bituminous pavement on certain roadways and other areas within the Town of Wiscasset. The work shall consist of supplying the aggregate and bitumen, producing and hauling the hot bituminous mixture to the job site and putting same in place as instructed here in or as directed by the Road Commissioner or his designated representative. The Town will do all associated shoulder work required to complete paving work.

SPECIFICATIONS:

As part of this bid, unless otherwise stated in this document, MDOT Standard Specifications shall govern the supply of materials, the manufacture of bituminous concrete and the placement, compaction and testing of the bituminous concrete. All interpretations of these specifications shall be requested in writing.

TRAFFIC CONTROL:

The Contractor shall be responsible for traffic control during the performance of work. One lane of traffic must be open at all times. As a minimum traffic control shall comply with the Manual on Uniform Traffic Control Devices (MUTCD).

INSPECTION OF WORK:

All materials and every detail of the work will be subject to inspection by the Road Commissioner or his designated representative. The Road Commissioner or his designated representative shall be allowed access to all parts of the work and shall be furnished with such information and assistance by the Contractor required to make a complete and detailed inspection.

If the Road Commissioner or his designated representative requests it, the Contractor, at any time before acceptance of the work, shall remove or uncover such portions of the finished work as may be directed. After examination, the Contractor shall restore said portions of the work to the standards of the specifications. Should the work thus exposed or examined prove to be acceptable, the uncovering or removing and the replacing of the covering or making good the parts removed will be paid for as extra work. Should the work exposed or examined prove to be unacceptable, the uncovering or removing and the replacing of the covering or making good the parts removed, will be at the Contractor's expense.

Any work done or materials used without supervision or inspection by an authorized Town representative may be ordered removed and replaced at the Contractor's expense unless the Town representative failed to inspect after having been given reasonable notice that the work was to be performed.

The approval and acceptance of the work by the Road Commissioner or his designated representative shall be a condition precedent to payment by the municipality.

DELIVERY SLIPS:

Serially pre-numbered delivery slips for each haul shall be delivered at the end of each day to the Road Commissioner. The delivery slip shall contain the date of the haul, its weight rounded to the nearest one-hundredth of a ton and the running total weight for the date. The job Foreman shall indicate the location of placement on each delivery slip.

CHARACTER OF WORKMEN, METHODS, AND EQUIPMENT:

1. The Contractor shall at all times employ sufficient superintendents, foremen, labor and equipment for prosecuting the several classes of work to full completion in the manner and time required by these specifications and contract.

All workmen shall have sufficient skill and experience to perform properly the work assigned to them.

Any person employed by the Contractor or by any subcontractor who, in the opinion of the Road Commissioner or his designated representative does not perform their work in a proper and skillful manner or is intemperate or disorderly, shall at the written request of the Road Commissioner or his designated representative be removed forthwith by the Contractor or subcontractor employing such person and shall not be employed again in any portion of the work without the approval of the Road Commissioner or his designated representative.

Should the Contractor fail to remove such person or persons as required above, or fail to furnish suitable and sufficient personnel for the proper prosecution of the work, the Road Commissioner may suspend the work by verbal notice until such orders are complied with.

2. All equipment which is proposed to be used on the work site, shall be of sufficient size and in such mechanical condition as to meet requirements of the work and to produce a satisfactory quality of work and to meet all safety requirements. In addition, all work and equipment shall comply with MDOT Standard Specifications. Equipment used on any portion of the project shall be such that no injury to the roadway, adjacent property, or other highways will result from its use.

3. Contractor shall be required to leave all sites where work is performed in a neat and presentable manner as determined by the Road Commissioner or his designated representative.

4. The placement of bituminous pavement shall be carried on only when the surface on which the material is to be placed is dry and when the atmospheric temperature is above 50^o F and has not been below 40^o F during the preceding 24 hours, except with written permission of Road Commissioner or his designated representative.

5. For overlays the Contractor shall grind the existing pavement (36" wide across roadway and 1 inch deep) as directed by the Road Commissioner or his designated representative.

6. All new overlay sections shall be tack coated for a minimum of 3 feet at all beginning and end points.

INSURANCE:

The Contractor, at its own expense, shall maintain adequate insurance during the performance of the work to protect the interests of the participants. This insurance shall include Contractor's public liability and property damage insurance, motor vehicle public liability and property damage insurance, and Worker's Compensation insurance. The Contractor shall hold the Town of Wiscasset harmless from any and all claims for personal injury and property damage arising out of the performance of their work. The Contractor shall provide a Certificate of Insurance naming the participants as insured parties to evidence compliance with this provision. Prior to commencement of any work, the contractor shall provide a Certificate of Insurance with a combined single minimum limit of \$500,000 with statutory requirements for Workers Compensation and Fleet Insurance.

ESTIMATED QUANTITIES:

Contractor to verify measurements. Contractor must be willing to meet the demand for materials as required by the town.

GUARANTEE:

The contractor guarantees that the work performed under this contract will be free from defects and flaws. This guarantee shall be for a period of one year from date of placement. This guarantee shall not include any repairs made necessary by any cause or causes other than defective work or materials furnished by contractor.

COORDINATION OF WORK:

All work shall be scheduled and coordinated with and through the Road Commissioner. Work is to be performed between contract award and 31 July 2011. This schedule may be adjusted by the town to suit its needs. Working hours are 7 a.m. to 6 p.m. Monday-Friday. The town may levy a fine of \$500.00 per day beyond 31 July 2011.

INCIDENTAL WORK:

Contractors pricing is to include the following:

- * Traffic Control
- * Surface compaction prior to placing binder course
- * Surface cleaning prior to placing surface course
- * Removal of puddled water
- * Tacking of cold joints
- * Other work listed in specifications, which are not specifically covered under any of the pay items

PAY ITEMS:

The following is a description of the bid items contained on the Bid Form.

Hot Bituminous Pavement, "B-Mix": This includes machine placed mix for a 2" compacted depth, which also includes vibratory and rubber tire roller compaction of the town or contractor graded road surface. Rollers used for compaction of the mix shall meet the requirements of MDOT 401.111 and 401.112.

Hot Bituminous Pavement, "D-Mix": This includes machine placed surface mix for a 1.25" compacted depth with cleaning of the surface prior to pavement placement. Rollers used for compaction of the mix shall meet the requirements of MDOT 401.111 and 401.112.

Hot Bituminous Pavement, "Shim Mix": This includes machine placed shim mix for a minimum 1/4" compacted depth with cleaning of the surface prior to pavement placement. Rollers used for compaction of the mix shall meet the requirements of MDOT 401.111 and 401.112.

Hot Bituminous Pavement, "D-Mix", Hand Placed: This includes hand placing surface mix and compaction of the mix with cleaning of the surface prior to pavement placement.

Grinding Existing Roadway Pavement: This includes the supply of labor, material and equipment needed to grind the existing pavement (36" wide, 1 inch deep across roadway) prior to placing overlay. Cleanup of grindings is considered incidental work and is to be included in the unit price of this item.

Grinding Existing Driveway Pavement: This includes the supply of labor, material and equipment needed to grind the existing pavement (15" wide (min.), 3/4 inch deep across driveway) prior to placing driveway apron. Cleanup of grindings is considered incidental work and is to be included in the unit price of this item.

Emulsified Asphalt, Applied: This includes machine placed HFMS-1 applied at a rate of 0.025 gallons per square yard. Location to be determined by the town Road Commissioner or his designated representative.

Bituminous Curb: This includes surface cleaning, material, labor and equipment necessary for installation of bituminous curb.

Reclamation: This includes full compensation for the successful completion of pavement reclamation as specified below. Payment will be a lump sum for each road. Please note incidental work outlined later.

RECLAMATION:

The proposed reclamation projects are stated on the bid form. The final limits of work will be determined by the Road Commissioner or his designated representative prior to construction. The contractor will be required to maintain the roadway between the time work commences and pavement is placed.

ITEMS OF WORK/MATERIALS:

The reclaimed material shall meet the following gradation:

Sieve Size	% Passing by Weight
3"	100
1 - 1/2"	80 - 100
3/4"	55 - 90
# 4	40 - 70
# 200	3 - 10

The method used shall ensure that the entire mass of material shall be uniformly graded to these specifications. The contractor shall make allowances to permit the Town to add gravel to the reclaimed materials as needed prior to final grading and compacting.

The existing pavement shall be reclaimed together with the underlying base material or the imported material to a depth of six (6) inches. It shall be shaped and graded to uniform grades and elevations as directed by the Road Commissioner or his designated representative. The restored cross section shall then be thoroughly compacted to a dense consolidated mass by rolling with a vibratory steel wheel roller weighing not less than ten (10) tons.

The finished surface shall be checked for smoothness and accuracy of grade and, if any portion is found to lack required smoothness or accuracy, such portion shall be re-scarified, reshaped, re-compacted and otherwise manipulated as the town may direct until the required smoothness and accuracy is obtained. The finished surface shall be such that it will not vary more than one-quarter (1/4) inch from a ten (10) foot straight edge applied to the surface paralleled to or at right angles to the centerline.

INCIDENTAL WORK:

- 1) The work shall be constructed one-half width at a time to allow for the passage of through traffic and maintained in a condition that will allow safe vehicular and pedestrian passage, at all times. Access to property abutters is to be provided as necessary. At the end of each workday the Contractor shall leave the roadway in a condition that approximates the

roadway profile and cross section and in a condition suitable for the passage of normal traffic.

- 2) The Contractor shall be responsible for furnishing, installing, maintaining and removing of traffic control devices necessary to provide reasonable protection for motorists, pedestrians and construction workers. Traffic control devices include, but are not limited to: signs, signals, lighting devices, markings, barricades, channelizing, hand signaling devices and flaggers. As a minimum traffic control shall comply with the Manual on Uniform Traffic Control Devices (MUTCD).
- 3) The Contractor shall be required to cut a joint across the roadway at all intersections, as well as at the beginning and end of the project and match the existing pavement, which is to remain.
- 4) All rocks three inches or smaller in diameter shall be incorporated into the base. Larger rocks removed from the roadway shall be disposed of by the Contractor at a town designated site.

BID FORM

2011 BITUMINOUS PAVING-WISCASSET, MAINE

The undersigned, having inspected all the paving sites listed and having familiarized themselves with all conditions likely to be encountered that will effect the cost and schedule of work, and having examined all of the bid documents, hereby proposes to furnish all labor, materials, tools, equipment, and services necessary to perform all of the work in accordance with all specifications cited for the bid prices noted below. For a site visit call Road Commissioner, Greg Griffin, at 380-5556.

The undersigned further declares that the only parties interested in this Proposal as principals are named herein, that this Proposal is made without collusion with any other person or firm and that no officer or agent of the Town of Wiscasset is directly or indirectly interested financially in this bid Proposal.

There must be a bid price for each item listed. Unit prices must be written or typed numerically in ink, and extensions shall be filled in by the Bidder. If a unit price already entered by the Bidder in the proposal is to be altered, it shall be crossed out with ink, the new prices entered above or below it and initialed by the Bidder, also in ink.

<u>ROAD</u>	<u>LENGTH</u>	<u>WIDTH</u>
1.) Mountain Rd.	1075 ft. +/-	Existing width From Bradford rd. to the town line.
1. Reclaim existing Pavement 6"		
2. Fine grade and compact		
3. Pave 2" modified binder. (Compacted depth)		
	LUMP SUM	<hr/>
2.) Bradford Rd.	2500ft +/-	Existing width location pre- marked on pavement by Road Commissioner
1. Reclaim existing width Pavement 6"		
2. Fine grade and compact		
3. Pave 2" modified binder. (Compacted depth)		
	LUMP SUM	<hr/>

BID FORM

2011 ADDITIONAL WORK (IF REQUIRED)

The undersigned, having inspected all the paving sites listed and having familiarized themselves with all conditions likely to be encountered that will effect the cost and schedule of work, and having examined all of the bid documents, hereby proposes to furnish all labor, materials, tools, equipment, and services necessary to perform all of the work in accordance with all specifications cited for the bid prices noted below.

The undersigned further declares that the only parties interested in this Proposal as principals are named herein, that this Proposal is made without collusion with any other person or firm and that no officer or agent of the Town of Wiscasset is directly or indirectly interested financially in this Bid Proposal.

There must be a bid price for each item listed. Unit prices must be written or typed numerals in ink, and extensions shall be filled in by the Bidder. If a unit price already entered by the Bidder in the proposal is to be altered, it shall be crossed out with ink, the new prices entered above or below it and initialed by the Bidder, also in ink.

1. Reclaim 6" (Include Fine grade & compact)	_____	Per Sq. Yd.
2. Pave modified binder	_____	Per Ton
3. Pave D-Mix	_____	Per Ton
4. Pave D-Mix hand work	_____	Per Ton
5. Bituminous Curb	_____	Per L.F.

Date: _____

Company: _____

Contact: _____

Name	Company	Address	Town	State	Zip
Andy Brewer	Pike Industries	95 Western Ave	Fairfield	ME	04937
Frank Crooker, Jr.	Harry C. Crooker & Sons Inc	PO Box 5001	Topsham	ME	04086-5001
	Blue Rock Industries	RFD #3 Box 434	Augusta	ME	04330
Lee Andrews	Mariners, Inc	PO Box 600	Rockport	ME	04856
Ronald Hobson	RC & Sons Paving	942 Main Street	Lewiston	ME	04240
Tim Willette	Ferraiolo Construction	13 Old Brunswick Rd	Gardiner	ME	04345
	Hagar Enterprises	PMB 97, 4 Mills Rd.	Newcastle	ME	04553
Cory	Lane Construction	P.O. Box 357	Washington	ME	04574

Non-Union FLSA Exempt Employee Benefit Enhancement Program

Non-Union Employees Exempt from Fair Labor Standards Act.

The Town of Wiscasset has determined that the following positions are considered to be exempt from the overtime and other provisions of the Fair Labor Standards Act because they meet the tests for either executive, administrative, or professional positions:

- Parks and Recreation Director
- Planner
- Police Chief
- Public Works Director/Road Commissioner
- Town Manager
- Transfer Station Supervisor
- Wastewater Treatment Plant Superintendent

Compensatory Time Off

Department managers and other FLSA exempt employees occupy positions of responsibility, accountability, and discretion. They may be required to work outside of the normal schedule of working or office hours and are responsible for accomplishing the tasks demanded of the position without regard for the specific number of hours worked. They are also expected to be accountable for their time, be available to the public and other staff, and generally to conform with normal operating hours. Such employees may request token time off from the Town Manager, who shall reasonably judge the appropriateness, giving prior approval for the compensatory time. Based on work load and circumstances the Town Manager can grant up to 40 hours of compensatory time to be used within a six month period. Said compensatory time is not an employee right, but a conditional privilege, and will not be considered as compensation at termination or retirement.

Accumulated Sick Leave

Each full time FLSA exempt employee will earn sick leave at the rate of one day (8) hours for every month of service, accumulating to a maximum of one hundred and twenty (120) days.

Fitness Incentive Benefit

Each full time FLSA exempt employee will be given a non-assignable individual membership to use the Community Center for the purposes of promoting an opportunity for the betterment of their personal health and fitness. If the employee wishes to have a family membership, they must pay the difference between an individual membership and the family membership.