

AGENDA SUMMARY
May 10, 2010

AGENDA ITEM 3A

Award FY11 Contracts for Chemical Supplies for Sewer & Water Departments

Summary: Bids were received on April 14, 2010 for the FY 2011 chemical supplies for the sewer and water departments. A total of four (4) chemical supply companies bid on the work, however the only competition was to supply the poly aluminum chloride for the sewer department. For the other chemical bids were only from a single supplier. A bid summary is attached for your information and review.

For the sewer department the process chemical budget for FY11 totals \$ 158,383. The lowest bids received, from three separate suppliers, totals \$ 151,851.80.

For the water department the process chemical budget for FY11 totals \$ 20,335. The lowest bid received, from a single supplier, totals \$ 19,735.

The low bidders for the various chemicals, as shown on the attached bid summary, are Allen Engineering, Holland Company, Inc. and Aries Chemical Inc. The Town has worked with all of these suppliers in the past and is satisfied with the products and services provided.

Town Plan Impact: None

Fiscal Impact: The bids received are less than the FY11 budgets previously approved by the Selectboard.

Recommendation: Move to award the chemical bids for FY'11 to the lowest bidders as follows: Ploy aluminum chloride Holland for \$1.74 per gal, Magnesium hydroxide to Aries for \$3.09 per gallon, and the remaining chemicals to Allen Engineering (Cationic flocculent \$15.00 gal., Sodium hydroxide bulk \$1.99 gal., Sodium hydroxide 55 gallon barrels \$1.99 gal., Sodium hypochlorite bulk \$1.85 gal., Sodium hypochlorite 5 & 55 gallon containers \$1.85 gal., Sulfuric acid \$4.99 gal., and Ferric Sulfate \$4.55 gal.).

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AGENDA ITEM NO 3B Award Highway Truck Bids

Summary: The Town publicly advertised and sent out invitations to bid for a 2011 Cab & Chassis for the Highway Dept. We received the following response:

Heritage Ford	\$38,383.00
Lamoille Valley Ford	\$38,384.70
Formula Ford	\$40,917.00

The 1999 truck to be replaced will be used by the Sewer Department which will replace their failing 1984 truck.

The Town publicly advertised and sent out invitations to bid for a 2011 Highway Pick Up Truck and trade in for one 1999 Ford F 150 (as is). We received the following response:

	Less Trade In
Heritage Ford	\$31,796
Formula Ford	\$32,252

Town Plan Impact: N/A

Fiscal Impact: The Equipment Reserve Fund includes \$70,000 for a 1.5 ton dump truck. Invitation to bid for the dump body will be solicited once the cab and chassis is received after July 1. The Fund includes the purchase of a Highway pick up in the amount of \$35,000.

Recommendation: Move to award the purchase of a 2011 Ford F 550 cab and chassis to Heritage Ford in the amount of \$38,383 and the purchase of a 2011 Ford F 250 Pick Up Truck to Heritage Ford in the amount of \$31,796.

AGENDA SUMMARY
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Agenda No. 3C
PSB Community Meeting Room Policy

Summary: Enclosed is a Selectboard Policy Regarding Public Safety Facility Community Meeting Room. It establishes the priority for the use of the room and rules.

Town Plan Impact: N/A

Fiscal Impact: N/A

Recommendation: Move to approve the enclosed Selectboard Policy Regarding Public Safety Facility Community Meeting Room.

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AGENDA ITEM NO 3D Special Events

Event Summary:

- A. Music in the Meadow – 7/11, 7/18, 8/29, 9/5
- B. Antique & Classic Car Meet – 8/13-8/15

There are no changes in the applications from the previous year and have been reviewed by Stowe PD and department heads.

Town Plan Impact: N/A

Fiscal Impact: N/A

Recommendation: Motion to approve the applications as presented.

AGENDA SUMMARY
May 10, 2010

Liquor Consent Item(s)

Summary: The following item(s) for your review:

Annual Renewal – Hoptown Ltd. dba Stowe Coffee House

Outside Consumption Permit – Ye Olde England Inne – see attached.

Town Plan Impact: N/A

Fiscal Impact: N/A

Recommendation: Motion to approve as presented.

AGENDA SUMMMARY
May 10, 2010

Agenda Item No.
Memorial Park Master Plan Final Report

Summary: Enclosed is a copy of the Memorial Park Master Plan Final Report. Jim Donovan, Project Consultant, will be here to go over it with the Selectboard and answer any questions you might have.

Please Note: The Overview Section (including Section V Implementation) begins in the front section of the document on pages 1-20. You have previously reviewed the remainder of the report.

The implementation portion of the final report identifies three major projects: the construction of a new ice rink, the construction of a new recreation center, and the construction of a new skateboard park.

The next step will be for the Town is to budget money to “obtain topographic and surface element survey to augment the existing property boundary survey for at least those portions of the Park that are proposed to be modified. With the more accurate base map of the Park, the Conceptual Master Plan, which is based on aerial photos, can be fine tuned to the next level of detail”.

Simultaneously to this, the Town should budget money to redesign the ice rink “to transfer some of the square footage to the future new indoor recreation center and to try to reduce cost.”

Once the survey work and redesign of the rink are completed, the Town can pursue a land use permit amendment.

Town Plan Impact:

Fiscal Impact: The survey and permitting are estimated to cost \$17,500. The redesign of the ice rink is estimated to cost \$15,000.

Recommendation: Move to accept the enclosed Memorial Park Master Plan Final Report.

AGENDA SUMMARY
May 10, 2010

Agenda Item No. 6
Purchasing Policy Amendments

Summary: Per the Selectboard's directive, enclosed are proposed amendments to the Selectboard Purchasing Policy that updates it in accordance with other documents (e.g. Charter, Ethics Policy) and with the goal of minimizing staff seeking an excessive number of requests for bid waivers. The main change in the document is raising the dollar limit that a formal advertised bid process is required from \$10,000 to \$20,000. It also increases the value of municipal equipment or personal property from \$10,000 to \$20,000 that must receive Selectboard approval in order to sell it.

Town Plan Impact: N/A

Fiscal Impact: N/A

Recommendation: Move to approve the proposed amendments to the Selectboard Purchasing Policy.

AGENDA SUMMARY
May 10, 2010

Agenda Item No. 7
Goals

Summary: Enclosed is a copy of the 4/12/10 Agenda Summary that identifies a number of goals for the Selectboard's consideration. At your 4/12/10 meeting you indicated that you would like time on the 5/10/10 agenda to further discuss these suggestions and other goals that you may have.

Town Plan Impact: N/A

Fiscal Impact: N/A

Recommendation: Discuss and advise.