



MADBURY PUBLIC WORKS EXPLORATORY COMMITTEE

13 Town Hall Road, Madbury, NH 03823

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APPROVED

OFFICIAL BUSINESS

Minutes of: August 9th, 2023

Meeting Convened: 6:00 pm

Members in Attendance:

Mark Avery - Chair

John Bickford - Vice Chair

Deb Ahlstrom

Jay Moriarty

Eric Fiegenbaum

Susan Ossoff, Alternate

Support Staff:

Daphne Chevalier - Recording Secretary

Meeting Attendees:

1. Call to Order

Chair Avery called the meeting to order at 6:03 pm.

2. Seating of Alternates

Alternate Ossoff was seated.

3. Approval of 12 July 2023 Minutes

Motion by Member Fiegenbaum to accept the minutes as presented for 12 July, 2023.

Seconded by Vice Chair Bickford. **Motion passed unanimously.**

4. Correspondence

Public Works Mutual Aid information was received by the town and could apply to a future public works department.

5. Fisk Follow-up

Member Moriarty reported he still has not heard from Mr. Fisk at this time.

6. Draft/Continue Drafting

Vice Chair Bickford reported on the tour of the Rollinsford Public Works building, the C&J facilities, and the transfer station; he believes the best spot for a public works facility would be at the transfer station. The location would need to be cleaned up before anything could be built.

The committee discussed how best to determine a financial estimate for a 4-bay structure with a rest area on one side. Member Fiegenbaum will look see if the list serve can provide any helpful

guidelines. As engineering will be part of the building cost, it is difficult to come up with a reliable estimate without having someone come out to provide a cost estimate. The committee discussed previous projects done in town as a guide for how much it might cost, taking into consideration inflation. The costs for Brookline may be a closer model given the work was done more recently than the Madbury Safety Complex. Member Ahlstrom suggested looking at the state bids for building on the NH Department of Transportation website as another tool for estimating the cost. The committee discussed the cost estimate may need to be reported as a range of potential costs. Member Ahlstrom reported if an RFP (request for proposal) went out now, Madbury would be audited next year and could bond by 2025.

The three citizen members will draft the proposal and bring it before the full committee for discussion at the next meeting. Member Ossoff and Vice Chair Bickford have not heard from Member Steele, which is impeding their work. They will reach out to Member Steele to try to schedule a meeting time with him. Chair Avery said he would put a review of a draft on the agenda for the next meeting.

Member Fiegenbaum shared the Charter for the Madbury Public Works Exploratory Committee and the Appendix of Questions. The members working on the report met July 26 from 1 pm to 3:45 pm to put together an outline of possible proposals.

7. Other New and Old Business

No other business to discuss.

9. Adjournment

Motion to adjourn by Chair Avery. **Seconded** by Member Fiegenbaum. **Motion passed unanimously.**

Meeting adjourned: 6:37 p.m.

Member Ossoff and Vice Chair Bickford stayed after the meeting from 6:40 pm to 7:23 pm to discuss plans for writing the draft proposal.

Respectfully submitted by Daphne Chevalier.