

**TOWN OF EPSOM
BOARD OF SELECTMEN MEETING MINUTES
JULY 22, 2019 AT 5:30 PM**

Hugh Curley
Virginia Drew
Cheryl Gilpatrick

Approved: CG/HC 3 – 0 in favor

Staff Present: Dawn Calley-Murdough, Scott Elliott

Other Attendees: Joni Kitson, Deb Sargent, Kathy DeRoches, Wayne Preve

Hugh called the meeting to order at 5:45 pm.

Selection of bids for New Orchard Drainage/Grading and Paving Requests: Scott stated he reviewed the bids and is recommending Pike Industries to complete both the Drainage and Grading and the Paving jobs, as they were the lowest bidder. It will be nice to have the same company complete both jobs. There was a small difference between Pike and Continental bids, with Pike being the lower of the two bids. Scott stated there may be some changes to the paving bid, depending on the price of material at the time the work can actually be completed.

Hugh asked if Scott completed an analysis to identify any differences between the bids, as he believes there are some items in the bid that could mean another bidder is a lower bidder. Scott stated he reviewed the bids and based on total cost differences he did not believe it was necessary to complete a written analysis.

The board discussed some of the differences in the bid and whether or not they had received in the past or wanted to receive written analysis.

The board and Scott discussed some of the differences of the bids.

Motion by: Virginia to approve the Pike Industries bid recommendation. **Second by:** Cheryl. **Vote:** 2 in favor, and Hugh opposed.

Virginia stated the board should discuss and make a decision regarding a policy change to request written analysis of bids, and doesn't feel it should be required until policy is changed, and it should be required by all departments. Hugh stated he had previously asked for written analysis from Scott.

Motion by: Virginia to adjourn the meeting for bidding process. **Second by:** Cheryl. **Vote:** 3 – 0 in favor.

Respectfully Submitted,

Dawn Calley-Murdough
Administrative Assistant