



## **TOWN OF CHARLTON HIGHWAY DEPARTMENT**

Minutes of Highway Barn Building Committee  
February 14, 2008

Present: Ronald Choiniere – Rick Swensen – Gerry Foskett -Joe Haebler-John Bacon-  
Robin Craver-Tony Polletta- Peter Boria- Karen Gauvin- Lisa Westerwell- Jack  
Ferguson & Elaine Webb of CTM- Jeff Alberti & James Fair of Weston & Sampson

1. Meeting called to order at 9:00 a.m.
2. Jeff Alberti of Weston & Sampson passed out an agenda consisting of the issues pertaining to the Highway Barn, Jeff also passed out packets which included Site Plans with alternatives, cross sections with alternatives, also included were 4 different floor plans and roof plans for the purposed operations building. Along with Summary of Bids for Similar Projects showing the approximate construction bid prices adjustment factors.
3. Jeff Alberti spoke of wetland areas regarding the different placements of the operational building and the impact it would have on the site.
4. Planning Board has advised Weston & Sampson that this project will be following the sub-division regulations, pertaining to site plan review, parking spots, etc.
5. Jeff Alberti discussed the scenarios pertaining to the different locations of the operation building with regards to compensatory flooding.
6. Weston & Sampson along with the Highway Barn Building Committee all agreed that it is imperative to act on contacting a site surveyor. To establish the approximate boundaries of the site. Peter Boria suggest to also look into moving the Operational Building down, eliminating the recycling drop off area, also if feasible to move the gas pumps down to serve the turn around needs better.
7. Tony Polletta made a motion to contact a site surveyor to acquire a site plan of the said property. Joe Haebler seconded the motion, Rick Swensen suggested 2 site surveyors, Charles Sells and Alan & Majors both of which are familiar with the location. Also to submit a request to the Board of Selectmen to hire the said surveyor. A vote was taken and it was unanimous to contact the 2 site surveyors.
8. Jeff Alberti continued his presentation with a discussion concerning the different roof types available and the massing elevation of each roof type. The committee discussed all the types and the pros and cons of each. Rick Swensen made a motion to choose the Gable Roof Plan, Ronald Choiniere seconded the motion a vote was taken and it was unanimous.
9. Jeff Alberti explained the different range of grades in relation to the different possible locations of the Operational Building. Along with a discussion and concerns related to the road leading into the site.

10. Briefly Jeff Alberti went over the Summary of Bids Projects for Similar Project and the approximate construction bid price adjustment factors, which consisted of the building square footage, the year in which the building was built, low to average bidding prices which included inflation factors.
11. Jeff Alberti and the Building Committee went over the 4 different floor plans discussing issue pertaining to all of them, made adjustments to accommodate the needs of the Administrative Building. Joe Haebler made a motion to choose Scheme B and C of the floor plans, Rick Swensen seconded the motion. A vote was taken by the Building Committee and it was unanimous.
12. The following meetings are scheduled for February 27<sup>th</sup>, March 5<sup>th</sup> and March 13<sup>th</sup> all at 10:00 a.m.

Respectfully submitted by:  
Cheryl A. Fairbrother  
Administrative Assistant