

## **MINUTES - 12 May 2023, 8 a.m. Riverside Cemetery**

### **Milford, NH Cemetery Trustees Working Group Meeting Minutes**

Subject: Water Spigot System at Riverside Cemetery

Attendees:

Cemetery Trustees:

Mr. Jay Duffy	Public Relations Manager
Mr. Dan Sadkowski	Vice Chair
Mr. Mike Thornton	Chair & Secretary
Mr. Robert Courage	Alternate and Docent

Department of Public Works:

Mr. Leo Lessard	Director
Mr. Neal Beauregard	Highway Foreman
Mr. Chuck Brickley	Parks & Cemeteries Foreman

Guests:

Mr. Ken Begley	Owner Green Acres Irrigation
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Mr. Thornton neglected to advertise this working group meeting as a publicly noticed meeting. Minutes do not mention the price quoted, that quote will be publicly available after contract award.

This meeting was called by Mr. Duffy and was a single event working group meeting to discuss only the water spigot system at Riverside Cemetery, Milford, NH. Both Contracting and costing / price were discussed which are not to be disclosed until after contract award.

Mr. Duffy introduced Cemetery Trustees, DPW, and Mr. Begley.

Mr. Begley described his plan for the water spigot system at Riverside Cemetery and said that if he got the job his plan would be included in the price [price redacted for source selection sensitivity reasons]. He stated that if he did not win the project that he felt that he should be paid for his work to develop the plan and drawings [\$750.- to \$1,000.-]. Stated goal "fill a 5 gallon bucket in under a minute." The system will allow for future growth. A single "timed on/off valve controls the entire system." The discussion centered around a 1 inch 'main' system with 3/4" risers [could be a 1/2 inch to 1 inch riser]. Discussion about a valve which only allows a set amount of water each activation instead of a simple hose bib. 24" PVC risers at each location topped with the spigot valve with a metal stake for strength.

Mr. Lessard discussed having Mr. Begley draw a plan that everyone would bid to so everyone bidding would be quoting the same system. Mr. Begley described the system he had designed and and quoted. He stated that the time and materials, and quality of work dictated his price. Prices good for 30 days.

He specified that the quality of the products is very important for future maintenance and availability of the system to be in service.

He said that he would provide a five year warranty if the system was “properly winterized” by being blown out. Preventing vandalism was discussed and is a continuing concern as was water theft by preventing a hose being attached. Preventing buckets from being hung on the spigots is key to preventing damage to the spigots.

Mr. Lessard discussed the availability of contractors to develop the Cemetery plan and deliver a quality maintainable system for ease of maintenance and lower life cycle cost. Mr. Begley’s systems are capable of being monitored by Wi-Fi.

Installation timing of the system and timing on the cost of materials guarantees are only for 30 days.

Estimated time to perform the entire system work is from three days to a week but that the price quoted was for the entire job and not for a set period of time.

Cut and sleeve is the superior system for maintenance and desired by both the Contractor and the Town of Milford.

Mr. Begley stated that his current systems do not corrode as the system which has failed due to corrosion.

Mr. Begley discussed the timing and potential for phasing or doing all of the work at once. Everyone involved preferred doing all of the work required at one time.

These funds are Cemetery Trustee funds and not derived from taxation. Nevertheless, the buying decision is to be a blind single bid procurement under Town of Milford Procurement Policies.

1 October 2023 is the last day for the completion of the project.

Full Workman’s Compensation and Performance bond is required.