



Town of Topsfield

TOPSFIELD, MASSACHUSETTS

Rail Trail Committee

Minutes of Committee Meeting March 10, 2009 – 8:00 PM

Members Present: Joe Geller (chair), Dave Read, Gregg Demers, Roy Baessler, Katherine Carlson, and Kathy Tremblay

1. **Old Business:** Minutes from the Feb. 24th, 2009 meeting were unanimously approved.
2. **Bid Discussion:** Sixteen contractors submitted bids for phases 1A and 1B of the project by the due date of March 4th. Roy then reviewed all of them with Roberta Knight to make sure they were in compliance with town and state regulations. At the meeting the three lowest bidders were discussed along with the reference checks that were performed within the last week. A standard questionnaire was used to collect information on each of the lowest three contractors. The results of the three contractors being considered were as follows:
 - a. K&R Construction of Boxford: very positive references per Roy
 - b. W. F. Dunn: good references per Joe
 - c. C.H.W. Site Development: good references per Mark Gallagher
3. **Clarification on the Addendum:** Some of the contractors, including K & R Construction, did not acknowledge Addendum containing clarifications of the bid package that were discussed at the bidders conference on Feb. 18th. The committee decided that the items in the Addendum were only for explanatory purposes and would not have affected the bid prices had it not been acknowledged. Given this information none of the bidders were disqualified. A committee vote was taken and it was unanimously approved (vote recorded in the next section).
4. **Recommendation to Selectmen:** The committee agreed that given our limited funding, competitive nature of their bid, and the results of the reference check that K&R Construction deserved to be awarded the contract for this first segment of trail. Specifically, the group would like to award the contract for sections A, B and D by April 1st and reserves the right to award section C later on if the remaining issues can be worked out satisfactorily with the Topsfield Station property. In an addendum to the award contract, the contractor will have to abide by the quoted process for sections C. After discussion Roy moved and Katherine seconded that the Committee make a recommendation to the Selectmen that K&R Construction be awarded the contract for these sections of the Topsfield Liner Common. The vote was unanimous for K & R

Construction and to not disqualify them for not acknowledging the addendum described in the previous section.

5. **Future Phases:** We may be able to receive in kind services for the value of the scrap metal in the rails. Roy will also follow-up with K&R as to how much the two curb cuts will cost and he offered to do the math to figure out how much we'll need to start phase II up to where the wetlands start. Joe will contact the Mass. Department of Conservations and Recreation (DCR) to see if we can combine the 2006 and 2007 grants to be able to build about 80% of phase II. Kathy reported that the Essex County Horse Organization (ECHO) has also indicated they would like to make a donation toward completion of the trail. They may donate half of the cost of decking the Ipswich River bridges. We may be also able to raise the money via fundraisers and use volunteer help to build any handicap ramps we'll need so wheelchairs can access the trail.
6. **National Grid Update:** Joe recently attended a meeting with National Grid and representatives from the three other towns where the right-of way for that section of the Border-to-Boston Trail is currently under their control (Boxford, Georgetown and Newbury). These towns and National Grid agreed that we should start collaborating for development of the trail with a license agreement, similar to the one that has been developed for the Town of Easton's trail and the Bay Circuit Trail. The license will allow us to have access the to corridor, keep the trail mowed and usable, survey it and correct any drainage issues where they may exist. The goal remains for the license to evolve to a long term lease for the property over time. We will need to submit preliminary drawings to National Grid showing the property lines, utility poles and the proposed trail layout.

Meeting adjourned: 10:45 PM, respectfully submitted: Katherine Carlson and Dave Read