



**Town of Whitingham
Office of the Selectboard**

MINUTES OF AUGUST 27, 2026

These Minutes are considered a DRAFT until accepted into the public record (with any corrections noted) at a future meeting of the Whitingham Selectboard.

The Whitingham Selectboard held a special meeting at 8:30am in the Selectboard office of the Whitingham Municipal Center on Thursday, August 27, 2026.

Selectboard members present: Scott M Reed, Chair; Rick Gramlin; Dennis Pike, and Skip Tefft.

Others present: Gig Zboray, Selectboard Administrator; Robert Fisher, Town Attorney (telephone); Gordon Bristol, Owner's Project Manager; Jon Saccoccio, S&A Engineers (remote); Donnie Boyd, resident; Stanley Janovsky, Jr., Road Commission.

Call to Order. Pledge of Allegiance

Scott M. Reed called the meeting to order at 8:30am.

Additions or Changes to the Agenda

There were no changes to the agenda

Hearing of Visitors for concerns not on the agenda

None

Executive Session in accordance with 1 V.S.A. § 313(a)(1)

A motion was made by Skip Tefft that premature general public knowledge would clearly place the municipality at a substantial disadvantage, seconded by Dennis Pike, all in favor.

A motion was made by Scott M. Reed to enter into executive session to include Gig Zboray and Robert Fisher, seconded by Dennis Pike, all in favor.

Executive session was exited at 8:45am with no decisions made.

Meet with owner's project manager and engineers regarding next steps for the highway garage project

The man door on the right side of the structure was added or moved. At the end of design development, it will go out to cost estimate (Gordon to handle). Bond vote will be November 3rd, Gig needs to edit the documents for warning the bond vote and the board will sign at the next regular Selectboard meeting. Final drawings should be completed on January 29th and it will go out to bid.

Pre-engineered Metal Building (PEMB): engineers will solicit proposals to allow the company to design their framework as the engineers are designing, the benefit is cost savings on redesign and time savings. They are trying to do as much as possible this fall, so things can move faster in the spring. Mr. Bristol doesn't like the commitment of hiring the PEMB contractor now, he doesn't think we are going to commit to buying the PEMP until after the bond vote. Mr. Saccoccio says, yes, that is true. He noted that the RFP would say we would commit to buying the steel, not the building, before the bond vote. Mr. Janovsky does not want to commit to any company before the bond vote.

The concrete drawing was a big discussion: concern about the water storage tank under the building for the sprinkler system, if the PEMP provides a concrete plan then S&A only needs to review rather than design.

Draft RFP for the PEMP will be shared with everyone soon before it goes out to bid. There are 6 or 7 businesses that do that.

Up next:

Solicit proposals for PEMP vendors now

Finalize RFP document

State that the project is contingent on successful bond vote

Design on concrete finalized after bond vote

RFP for vendors to go out before September 8th.

We will have a meeting on Wednesday, September 2nd to discuss the RFP before it goes out to bid

According to the schedule, the garage will need to be cleaned out in March, around the beginning of April the building should be torn down.

Other business

None

Adjourn

A motion to adjourn was made by Scott M. Reed, seconded by Skip Tefft, all in favor.

Scott M. Reed adjourned the meeting at 9:34 am.

Respectfully submitted,

~Gig Zboray