

## SELECTBOARD MEETING MINUTES Special Meeting

---

Tuesday October 17, 2023 at 4:30 p.m, Old Schoolhouse Common and Zoom

---

Present: Selectboard members Richard Baker and Justin Campbell; Assistant Town Clerk Alexandra Johnson; via Zoom: Michelle Gonzales, Bobbi Brimblecombe, Michele Gaboriau, Stacey St Onge

At 4:30 p.m. the meeting was called to order by Chair Richard Baker

**Changes or additions to the agenda:** Update on Ennis Hill, Update on EWP Program

**Review and approval of minutes:** On the minutes of October 10, one correction – motion/seconded corrected to motion approved.

**EWP Program:** Short update – the program is backlogged.

**Nasmith Brook Rd:** Army Corps is still processing the permit application. October 25<sup>th</sup> is the projected completion date. Once complete it will be put out to multiple agencies for review. If no agency has any objections it will move forward and we can award the bid. If any of those agencies have any issues or questions, it could further delay this project. Justin is seeking VTRans guidance on how to calculate the yardage of materials and other parameters of the job. Rich asked if the RFP needs rewritten to tighten up the specs. By the meeting on 24<sup>th</sup>, Justin will know from the Army Corps if we can move forward, as well as insight from VTrans. Michelle from G & N Excavation explained that estimating rip rap is difficult to estimate in yardage and that most quarries use tonnage measurements. Justin explained that we have to convert all tonnage to yardage due to certain reporting, which is why the specs asked for specific yardage. Stacey St Onge from AI St Onge provided his calculations for conversions. Justin explained that as it has to be a lump sum bid, a general specification needed to be used. Justin explained that all permits have to be approved and in place before any work can start. Stacey also inquired about a space along the RR Bed to be used as a staging area for material and parking of equipment on off hours. Justin explained that the school approved space along the soccer fields to use for this purpose as well.

**Ennis Hill Rd:** Justin, road crew member Tim and Scott met with Susan Condon. Tim and Scott agreed to extend one culvert that goes under Ennis Hill Rd. Another culvert under AI Ennis Rd has been added to the road crews list of potential future projects. Bobbi asked if the culvert being extended was filled or damaged during the flood. Justin said it was not.

**Hogan Excavating Bond:** Rich explained that an alternative to a bond would be a letter of credit. Hogan Excavating implied he can get the bond(s) for the two projects Peck Place/Beaver Meadow Brook and Railroad Bed. The Selectboard previously award both contracts to Hogan Excavating. Justin phoned Steve Hogan during the meeting: Justin explained that the only alternative to the bond is a letter of credit or cash surety. Since the bond requirement is in the contract, it wouldn't

be fair to other bidders to reduce the amount. The board agreed to half the money down up front upon submission of the bond for both Beaver Meadow bid and Railroad Bid.

The Selectboard discussed what should be on the October 24<sup>th</sup> Selectboard meeting agenda.

The meeting adjourned at 5:21 p.m.

Respectfully submitted,  
Bobbi Brimblecombe, Town Clerk

The foregoing is a true copy of the Minutes of the October 17, 2023 Selectboard Meeting.  
A True Record. Attest, \_\_\_\_\_, Town Clerk

\*\*\*\*\*