

Approved

**Town of New Boston
Selectmen's Meeting
July 2, 2021**

<u>PRESENT:</u>	Karen Scott	Selectman
	David Litwinovich	Selectman
	Donna Mombourquette	Selectman
	Peter Flynn	Town Administrator

Town Engineer Kevin Leonard and Tax Collector Ann Charbonneau were present for all or part of the meeting.

A. CALL TO ORDER: A regular meeting of the Board of Selectmen was called to order by David Litwinovich at 2:00PM beginning with the Pledge of Allegiance.

Item 1: Kevin Leonard-Recommendation Of Bid Award For Lyndeborough Bridge Project: Town Engineer Kevin Leonard reported the Lyndeborough Road Bridge Project bids were opened last week. There were five bidders ranging from \$255,000-350,000. The low bidder is F.L. Merrill Construction out of Loudon, NH. Kevin's firm tabulated the bids. He recommends contracting with low bidder F.L. Merrill with a quote of \$255,714.80 for the contractors portion of the work proposed. He has worked with F.L. Merrill in the past. The Selectboard reviewed the bids in detail. This is planned as a hybrid project as the town is purchasing the bridge and guardrail directly, the Highway Department is providing some trucking and materials. The next step is to issue a Notice of Award to put F.L. Merrill on notice that the town is accepting their bid, after which they would have ten days to reply with a signed agreement, proof of insurance and bonds for review and approval. Once this is complete, a Notice to Proceed is anticipated to be sent in August. Construction is anticipated to begin in September. The final plant schedule/firm delivery date from bridge builders Concrete Systems in Hudson is pending but delivery is anticipated in August. Kevin and Peter are preparing the paperwork. Peter reported most of the bridge funds are encumbered from the 2020 budget. Kevin reported former Road Agent Dick Perusse anticipated a budget of \$501,000 for the total project in 2019, which was the budget used when the project was sent with an application for the NH DES ARM fund from which the project was successfully awarded a 50/50 reimbursement matching grant rounded to \$250,000. Kevin is preparing a final budget including items already paid for, anticipated to be complete in approximately one week for Selectboard review. Some prices have increased approximately 20% since the original budget was prepared. It is anticipated to be over \$501,000 due to the new hybrid install process (Highway Department install was originally planned but the Selectboard prefers the Department to be less project driven and focus on road maintenance) but Kevin and Peter have analyzed this and anticipate the project to be close to this amount including the \$250,000 grant reimbursement. Kevin and the ARM grant point person look forward to meeting with the point person from the town, to be determined as Peter is retiring. Peter recommended Finance Director Jennifer Allocca. The Selectmen will confirm this at the July 7 meeting and contact Kevin with this information. Karen moved to accept the bid for the Lyndeborough Road Bridge Construction Project from

F.L. Merrill Construction in the amount of \$255,714.80. Donna seconded the motion. All were in favor. 3-0 David signed the contract. Kevin will send it to F.L. Merrill for acceptance/putting them on notice and forward the fully executed document to the Selectboard.

Karen requested Kevin review his bid for paving quality inspection. Paving has begun. Karen is concerned there is a lack of communication to be discussed in non-public session.

Item 2: Non-Public-Per RSA 91-A:3, II(a)(b)(c) Personnel/Legal: David moved to enter Non-Public session per RSA 91-A:3II at 2:22PM. Karen seconded the motion. All were in favor. 3-0 Poll Vote: David-yes, Donna-yes, and Karen-yes. The Board then entered non-public session.

Item 3: Non-Public Per RSA 91-A Appointment with Tax Collector Ann Charbonneau-Tax Deeding Issues: Discussed.

Move to exit Non-Public Session: David moved to exit Non-Public Session at 2:58PM. Karen seconded the motion. All were in favor. 3-0 Poll Vote: David-yes, Donna-yes and Karen-yes.

The Selectboard reviewed Kevin's bid for paving inspection.

David noted communication has been rough through the paving process. Continental Paving has begun paving. David noted there are situations where decisions need to be made in the field. At its June 21 meeting, the Selectboard directed Peter and Road Agent Allen Brown to begin the work but get a paving quality inspection quote from Kevin as soon as possible and consider Road Committee input throughout the paving process. David requested Kevin's office work directly with the Road Agent to learn where Continental Paving is working so inspections can be done.

Kevin requested a paving schedule to help him plan inspections. He will contact Road Agent Allen Brown and Continental Paving Foreman Billy McDermott and Paving Contractor Alan Vignola. He requested information about what will be done, the roads involved which seems to be available now and he will do the inspections as directed by the Selectboard. He will keep Peter and Allen informed of his progress. If there are any issues he will contact Peter.

The Selectboard had an understanding after their June 21 meeting that Continental Paving had completed the paving prepwork and would return to town in two weeks to begin the paving process that was anticipated to be completed two week later. After that meeting the Road Agent called Continental Paving and asked them if they would be able to begin paving June 28, which they did.

Karen noted she spoke to Alan Vignola twice requesting a schedule and a budget breakdown by road be sent to Peter. Peter noted he has not received it. Kevin also requested the budget breakdown and bid proposal. Karen noted Greenfield Road, reclaiming and paving at Lyndeborough Road bridge and Parker Road are done. Cemetery Road and Hooper Hill Road were delayed due to concerns there could be washout due to upcoming storms. Alan was not aware of Tier 1 and Tier 2 as determined by the Road Committee. Karen explained what the Tier 1 and Tier 2 determination meant and explained how it was created. The purpose was to complete all Tier 1 projects this year, ensuring that the roads were completed and were done

within budget. Tier 2 are roads to be addressed if there is extra money left over and we can ensure that we continue to remain within budget constraints. The Road Committee is trying to prioritize the worst roads, have them completed appropriately, and ensure that the taxpayer's get the most for their \$1million paving budget. McCurdy Road is a Tier 2 road. She noted the spreadsheet should never had been given to Continental Paving. Karen moved to accept Northpoint Engineering's quote for paving quality inspections as presented. Donna seconded the motion. All were in favor. The motion carried. 3-0

Item 4: Non-Public-Per RSA 91-A:3, II(a)(b)(c) Personnel/Legal: Discussion concerning process of choosing a new Town Administrator. David moved to enter Non-Public session per RSA 91-A:3II at 3:17PM. Karen seconded the motion. All were in favor. 3-0 Poll Vote: David=yes, Donna=yes, and Karen=yes. The Board then entered non-public session.

Move to exit Non-Public Session: David moved to exit Non-Public Session at 4:25PM. Karen seconded the motion. All were in favor. 3-0 Poll Vote: David=yes, Donna=yes and Karen=yes.

ADJOURNMENT: David moved to adjourn the meeting at 4:26PM. Karen seconded the motion. All were in favor. 3-0

Prepared by Maralyn Segien

**Next Scheduled Meeting: Town Hall Conference Room on July 7, 2021 (6:30 PM)
7 Meetinghouse Hill Road- New Boston, NH 03070
Phone: (603) 487-2500-www.newbostonnh.gov
Handicap Access available**