

**Board of Selectmen
Meeting Minutes
Monday, August 28, 2023
Approved**



1) Open Meeting

Chair Delaney called the meeting to order at 10:05 am. Board members present: Roland Carter, Dana Swenson
Others present included: Road Agent Frank Bryson, Town Administrator Kimberley Edelmann

2) Snowplow Contracts

At a previous Select Board meeting, the Board voted to put the snowplow contracts out to bid. Road Agent Bryson requested a reconsideration of that decision. The board heard his concerns and considered his request to move forward with the contracted services used for the past few winters.

It was agreed that in the future, contracts might be renewed prior to completion of budget work and Town Meeting. For example, next year, it could be a 14 month contract (January to February) with a clause to allow for review and renewal. They agreed this may require more consideration.

RA Bryson noted that both Thompson and J&B have the capacity to put another truck onto routes if weather dictates.

Selectman Dana Swenson made a **motion** to renew the four existing contracts at \$28,000 each, covering November 1, 2023 to April 15, 2024. Selectman Roland Carter **seconded**. The **motion passed** with all in favor.

RA Bryson stated that he believes the contractors do wish to continue. If that was not the case, he would look for someone else to take it.

Regarding the open position in the Highway Department, RA Bryson said he had received an application from someone who only wanted to work part-time. He would speak with him before bringing him to the Select Board. Seasonal help may be useful.

Chair Delaney asked the Road Agent to regularly provide a view into work planned two weeks forward. That would help the Select Board members field questions from the public.

RA Bryson said he had someone currently cleaning up the yard. Stumps were being moved to the back corner. Good loam was being stripped and piled in preparation of construction.

Selectman Swenson noted that Construx may want to test the materials to see what they would use from the site.

3) Highland Lake

The Select Board discussed the water level at Highland Lake. They wanted to discuss it at the next Thursday night meeting. It was recognized that a draw down would have those who support it, those who oppose it. Also, a draw down may impact those downstream, including Webster Lake.

Chair Delaney said that the Town had stopped doing draw downs for a couple years. Ice had been damaging docks and walls. Last year, they authorized taking it down by two boards.

4) Highway Department Tools & Equipment

The Select Board and Road Agent discussed the current tools & equipment inventory, which was light. The Board suggested that an air compressor would be good to have, as well as a work bench. A welder would be good to have, too. RA Bryson noted that two employees were experienced welders.

RA Bryson was advised to think in terms of FFE; furniture, fittings and equipment for the new facility.

Selectman Swenson suggested vehicle spare parts would be good to have such as tires and wheels. RA Bryson noted that he did have some, but needed new tires for the grader. The International needed 6 new studded snow tires for the winter and then new tires for the spring.

5) Clerk of the Works

Only one application was received for the Clerk of the Works position. The Board agreed that Selectman Swenson could meet with the applicant and negotiate a contract. Selectman Swenson said he would write up a job description.

6) TA Updates

a. Lawrence Street Bridge

TA Edelmann stated that Hoyle Tanner engineers would be presenting an update for the Lawrence Street Bridge Replacement project on Thursday, September 7 at 6:30 pm. The information session would be at the Town Offices. TA Edelmann would send out letters to those with properties near the bridge.

b. Capital Improvement Plans

TA Edelmann reported that CIP Chair Doug Phelps would like the Select Board to mail out the cover letter and report forms to department heads. Selectman Carter was on the CIP Committee and agreed that would be a good way to get the letter out.

c. Office Door

Les Fenton would soon be providing an estimate for the cost of a new door to the Town Administrator's / Selectmen's office, including installation.

7) HW Updates

a. Pit Behind Transfer Station

RA Bryson stated that the pit needs to be cleaned up before he could bring someone in to crush. He said Kenny Clark would be giving him an estimate, ideally by yardage, not ton. He hoped another would also be coming in.

The crushed rock / material needed to be brought to State specifications. Angular, not round. The pile in the yard was silting down to the bottom with round stone. Not good for roads.

RA Bryson noted that some crushers won't break the rocks. May need to have another company with a hammer.

b. Elbow Pond Bridge

RA Bryson reported that J&B Excavating was doing "band-aid" repairs recommended by Josif Bicja at Hoyle Tanner. The cost was expected to be around \$2,000.

c. Morrill Hill Road

RA Bryson said he filled in the largest pothole with cold patch.

d. Switch Road & Shaw Hill Road

The Board discussed how to approach these roads. Work on the Route 4 bridge over the Blackwater River would no doubt result in more traffic. RA Bryson said he wanted to see if the State would agree to repairing the roads. Everyone agreed that the detour through Salisbury was unlikely to be effective in preventing an increase of traffic on local residential roads.

Meanwhile, RA Bryson said he had quotes for chip sealing work on both roads: \$52,172 for Switch Road and \$24,407 for Shaw Hill Road. The work would not be able to be done until next year. The contractor said the prices would be valid for 2024.

e. Hall Road Bridge

Needed bridge repairs were expected to be about \$250,000. It would have to go out to bid.

f. Keniston Covered Bridge

Chair Delaney said work on the new roof was expected to start in the next week. The color selected was matted bronze. The metal roof would make snow slide off.

g. Library Egress Door

RA Bryson asked if the egress door was going to be changed before winter. The Select Board discussed ideas for how to redirect snow from the roof. Possibly a porch roof. Chair Delaney noted that egress doors should be on the ends of the building. This would be a good project to add to the CIP. Meanwhile, shoveling snow coming off the roof and packing down would continue to be a challenge.

8) Adjournment

There being no further discussion, Chair Delaney made a **motion** to adjourn. Selectman Swenson **seconded**. With **all in agreement**, the meeting was adjourned at 11:28 am.

Respectfully Submitted,

Kimberley Edelman
Recording Secretary

These minutes were approved at the
Select Board meeting of September 14, 2023.