

Board of Selectmen
Meeting Minutes
Wednesday, September 20, 2023
Approved



1) Open Meeting

Chair Delaney called the meeting to order at 11:59 am. Board member present: Roland Carter. Apologies: Dana Swenson

Others present included: Road Agent Frank Bryson, Town Administrator Kimberley Edelmann

2) More Paving Projects

Road Agent Frank Bryson reported that he had been getting quotes for shimming on Flaghole Road, but due to the rainy summer, many paving companies were behind schedule. Porter Paving had unexpected availability for Thursday & Friday later in the week due to a project being rescheduled. RA Bryson needed Board approval to move forward, thus why this the meeting called with only one day's notice.

a. Flaghole Road

RA Bryson reported that Porter Paving quoted \$12,500 to drag, shim, and tack portions of Flaghole Road. That would be 4 loads of 100 ton each at \$3,125 per load. He felt 4 loads was a good start. Both Selectmen said they wanted to see more than 4 loads, maybe 20 to 25 loads. They suggested using the special projects funds while the opportunity was there.

Chair Delaney made a **motion** to approve work for Flaghole Road. Selectman Carter **seconded**. The **motion passed** with both in favor.

b. Depot Street

Both Selectman agreed that if there were enough funds, Depot Street should be worked on when the crews were working on Cilleyville Road.

c. Other Projects

RA Bryson said he had a quote from Thompson for \$5,170 for work on Fox Farm Road, digging out the asphalt and putting in gravel. Town gravel was going to be used.

There was also a quote from J&B of \$1,500 worth of work on the catch basin on Poplar Street. The catch basin needed to be raised the following day.

Chair Delaney made a **motion** to go forward with the quoted work for Fox Farm Road for \$5,170 and the basin work on Poplar Street for \$1,500. Selectman Carter **seconded**. The **motion passed** with both in favor.

d. Policy

Chair Delaney stated that the Town should consider having a policy where one Selectman could approve short notice work for the Highway Department with verbal approval on the phone by another Selectman.

3) Other Business

RA Bryson reported that the HW crew were still ditching roads. Hiring out small projects allowed other Town work to continue.

Chair Delaney stated that in his opinion, the Road Agent should get as much road work done as possible using the special projects funds. TA Edelmann noted that it was very likely that RA Bryson was not the "agent to expend" for any Capital Reserve Fund. CRF expenditures would need to go through the Select Board.

Selectman Carter noted that Caterpillar would be looking at the grader the following day. They were expected to arrive between 7:00 and 7:30 am. The inspection would include a service. It was over 250 hours since the previous service. Chair Delaney shared that the Town was charged twice for the same service done in 2022. Selectman Carter said he got that situation corrected.

RA Bryson asked that he get to review HW paperwork before its forwarded to the Select Board. He'd prefer to be the one presenting the information, thus preventing any duplication or confusion.

Chair Delaney suggested discussing projects well in advance with the board, whenever possible. This additional paving work was an exception.

4) Adjournment

There being no further discussion, Chair Delaney made a **motion** to adjourn at 12:15 pm. Selectman Carter **seconded**. The **motion passed** with both in favor.

Respectfully Submitted,

Kimberley Edelmann
Recording Secretary

These minutes were approved at the
Select Board meeting of September 28, 2023.