

**Town of Londonderry, Vermont**  
**Selectboard**  
**Meeting Minutes**  
**Thursday, October 12, 2023**  
**Twitchell Building - 100 Old School Street, South Londonderry, VT**

**Board Members Present:** Thomas Cavanagh, Melissa Brown, James Fleming, and Taylor Prouty.

**Board Members Absent:** Martha Dale.

**Others in Attendance:** Town Officials – Town Administrator Shane O’Keefe and Road Foreman Josh Dryden. Others – GNAT camera operator Bruce Frauman.

**1. Call meeting to order**

Selectboard Chair Tom Cavanagh called the meeting to order at 5:30 PM.

**2. Additions or deletions to the agenda**

[1 VSA 312(d)(3)(A)]

O’Keefe noted that pay orders were not available, but that the annual insurance submittals to the Vermont League of Cities and Towns was due the following day according to the renewal application materials provided by the Town Treasurer.

*Taylor Prouty moved to delete consideration of pay orders from the agenda, and to add to the agenda as Item 3, authorization for VLCT-PACIF insurance renewal, seconded by Melissa Brown. The motion passed unanimously.*

**3. Authorize VLCT-PACIF Insurance Renewal**

O’Keefe noted that the annual insurance renewal submittal to the Vermont League of Cities and Towns was due the following day, and the Board received the renewal application materials provided by Town Treasurer Tina Labeau.

*Jim Fleming moved to authorize the Town Treasurer to take the necessary steps and execute any documents necessary to renew the Town’s insurance coverages for calendar year 2024 with the Vermont League of Cities and Towns Property and Casualty Intermunicipal Fund, seconded by Taylor Prouty. The motion passed unanimously.*

**4. Roads and Bridges**

**a. Updates/storm damage and recovery**

Cavanagh mentioned that the Cobble Ridge Bridge has been cleared to be opened by both the State of Vermont and the Town’s engineer.

Josh Dryden stated that the culvert for the Spring Hill Road culvert replacement was due to be delivered the following Monday, and it was anticipated that the road would reopen within a week or so, and then it would be paved thereafter.

O’Keefe noted that two separate meetings with FEMA representatives were scheduled for the following day, one with the Town’s public assistance representative for Town infrastructure projects and one for community assistance.

**b. Review bids and award contract for Landgrove Road Repairs Project**

In response to an Invitation bid for this project issued 10/2/2023, the Town received the following responses:

Ameden Construction, LLC Jamaica, VT – \$25,000  
Hunter Excavation, Inc., South Londonderry, VT – \$23,000  
Waters Excavating, West Windsor, VT – \$44,430

The Board discussed the bids received and the firms proposing them. Brown inquired whether there is any value in awarding the contract to the firm with the lowest combined bid for both the Landgrove Road and Thompsonburg Road projects, noting that the projects can be handled in concert with one another. It was agreed that each of the two projects would likely be completed sooner if two separate contractors were selected.

O’Keefe clarified that each project would require its own contract to comply with FEMA requirements.

*Taylor Prouty moved to accept the bid from Hunter Excavating, Inc. in the lump sum amount of \$23,000 for storm-related roadway repairs to Landgrove Road, which was submitted in response to the Town’s 10/2/2023 Invitation to Bid and the addendum of 10/11/2023, and to authorize the Town Administrator to execute any documents necessary for the hiring of the contractor to provide the necessary services, seconded by Melissa Brown. The motion passed unanimously.*

**c. Review bids and award contract for Thompsonburg Road Repairs Project**

In response to an Invitation bid for this project issued 10/2/2023, the Town received the following responses:

Ameden Construction, LLC Jamaica, VT – \$14,000  
Hunter Excavation, Inc., South Londonderry, VT – \$15,800  
Waters Excavating, West Windsor, VT – \$27,675

The Board discussed the bids received and it was noted that the Town was lucky to have two local firms that were so well qualified. Coordination with the two road repair projects with the paving contract was discussed, and that project work will be completed by 11/1/2023.

The need to close Thompsonburg Road for two days to all but local traffic was mentioned, and it was agreed that some public notice and contact with property owners beforehand should be done.

*Taylor Prouty moved to accept the bid from Ameden Construction, LLC in the lump sum amount of \$14,000 for storm-related roadway repairs to Thompsonburg Road, which was submitted in response to the Town’s 10/2/2023 Invitation to Bid and the addendum of 10/11/2023, and to authorize the Town Administrator to execute any documents necessary for the hiring of the contractor to provide the necessary services, seconded by Jim Fleming. The motion passed unanimously.*

There was a discussion about the Governor extending the period for use of gravel operations throughout the state and whether the 10/15/2023 end of the extension period would impact the Town’s storm-related road repair projects. The blasting and other gravel operation

permits for the Rowes Road pit were discussed, including validity dates of both local and State permits.

**d. Review bids and award contract for winter road salt**

In response to an Invitation bid for salt supply and delivery issued on ~~9/28/2022~~9/27/2023, the Town received the following responses:

Apalachee, LLC	\$ <del>92.25</del> <u>91.90</u> /ton
American Rock Salt Co., LLC	\$ <del>102.0</del> <u>95.500</u> /ton
Cargill, Inc.	Did not bid

O’Keefe provided a bid tabulation that included previous years’ bids and related salt budget information.

*Jim Fleming moved to accept the bid from Apalachee, LLC for FY2024 supply and delivery of winter road salt in the amount of \$91.90 per ton, and to authorize the Town Administrator to execute any documents necessary for the hiring of the contractor to provide the necessary material and services, seconded by Taylor Prouty. The motion passed unanimously.*

**5. Adjourn**

*Jim Fleming moved to adjourn the meeting, seconded by Taylor Prouty. The motion passed unanimously.*

The meeting adjourned at 5:52 PM. The next regular meeting of the Selectboard is scheduled for October 16, 2023.

Respectfully Submitted,

Shane P. O’Keefe  
Town Administrator

*Approved October 16, 2023.*

**LONDONDERRY SELECTBOARD**

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Thomas Cavanagh, Chair