

# Town of Londonderry, Vermont

## Selectboard Special Meeting Agenda

Thursday, November 2, 2023 – 5:30 PM  
100 Old School Street, South Londonderry, VT 05155

1. Call Meeting to Order
2. Additions or Deletions to the Agenda [1 VSA 312(d)(3)(A)]
3. Selectboard Pay Orders
4. Roads and Bridges
  - a. Updates/storm damage and recovery
  - b. Review bids and award contract for Rinehart Road Repairs Project (RFP 2023-21)
  - c. Ratify contract amendment for storm-related road repairs (Cobble Ridge Road Bridge temporary access)
5. Adjourn

Meeting documents will be available at <http://www.londonderryvt.org/town/agendasminutes/> approximately 24 hours before the meeting.

*Posted and distributed on November 1, 2023*

**Town of Londonderry, Vermont**  
**Selectboard**  
**Meeting Minutes**  
**Thursday, November 2, 2023**  
**Twitchell Building - 100 Old School Street, South Londonderry, VT**

**Board Members Present:** Thomas Cavanagh, Martha Dale, and James Fleming.

**Board Members Absent:** Taylor Prouty and Melissa Brown.

**Others in Attendance:** Town Officials – Town Administrator Shane O’Keefe. 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)]

None.

**3. Selectboard Pay orders**

None.

**4. Roads and Bridges**

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

O’Keefe mentioned that Thompsonburg Road repairs at Carly Lane have begun, and paving will take place over the next few days, and Cavanagh added that a first coat of paving has been done.

On Cohen Road there will need to be two additional culverts installed to forestall future drainage issues, and this will be handled by Hunter Excavating as the company is already out there doing road repairs. These culverts would not be FEMA funded.

Work on Edgehill Road began that day and it was found that a culvert under the road from Middletown Road was crushed at the Williams Dam and will need to be partially replaced. Cavanagh noted that there was confusion on ownership of the culvert, and O’Keefe mentioned that the project would be discussed with FEMA representatives the following day on how to categorize it.

Landgrove Road repairs are underway, O’Keefe noted, and the temporary Cobble Ridge Road access restoration work has been completed with some minor touchup work needed. He suggested meeting with the property owners who allowed for the temporary access to ensure their satisfaction with the work.

He mentioned that a meeting with FEMA on the following day would address meeting codes and standards for major projects, and whether FEMA would fund long-term replacements of culverts on Spring Hill and Rinehart Roads, and the Cobble Ridge Road Bridge, all three of which have hydrologic and hydraulic (H & H) studies indicating that the structures should be much larger.

It was mentioned that the recent and immediate work for these three sites are considered temporary, just to keep the roads open for resident, and long-term fixes in keeping with the standards set by the H & H studies are being pursued to avoid repetitive damage.

It was noted that the Town is close to being done with road repair projects and invoices are coming in for payment. On cash flow it was noted that with taxes having been due recently the Town is in a good place, but by January there may need to be further discussion on this. O’Keefe mentioned that the Town can begin to seek refunds from FEMA now that projects are wrapping up, and Cavanagh noted the opportunity to borrow internally from the Cemetery Fund at low rates if necessary.

**b. Review bids and award contract for Rinehart RD Repairs Project (RFP 2023-21)**

The Board received a bid tabulation and a copy of the Invitation to Bid, and all bids received for this storm-related road repair project. Bids for this project were as follows:

1	Ameden Construction, LLC, Jamaica, VT	\$24,000
2	Hunter Excavation, Inc., South Londonderry, VT	\$14,800

O’Keefe mentioned that an addendum had been issued after the pre-bid site visit, where it was concluded that additional widening of the roadway to pre-disaster width was warranted.

*Martha Dale moved to accept the bid from Hunter Excavation, Inc. in the lump sum amount of \$14,800.00 for storm-related roadway repairs to Rinehart Road, which was submitted in response to the Town’s 10/26/2023 Invitation to Bid, and the addendum of 10/31/2023 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.*

**c. Ratify contract amendment for storm-related road repairs (Cobble Ridge Road Bridge temporary access)**

O’Keefe explained that the original emergency response contract with Duane Hart to create the private access road for the Cobble Ridge Road neighborhood to Boynton Road, necessitated by the severe storm-related damage to the Cobble Ridge Road Bridge, needed to be amended to address the access agreement requirement to restore the property to pre-disaster conditions. And because of the short timeframe for action handle the restoration work to weather concerns, he drafted and signed a contract amendment to address the work at a lump-sum cost of \$5,000. He mentioned that he had conferred with the Town’s FEMA representative on this who agreed that using the original contractor on a sole-source basis was acceptable, and Cavanagh mentioned that the cost fell below the Town’s threshold to conduct a bid process.


*Jim Fleming moved to ratify Amendment #1 of the July 11, 2023 contract between the Town and Duane Hart, D/B/A Hart’s All Season Maintenance, for emergency response and protective measures for transportation infrastructure, such amendment being dated October 23, 2023 and executed for the sake of expediency by the Town Administrator, and which provides for restoration of privately-owned land used for emergency temporary access for property owners in the Cobble Ridge Road neighborhood, seconded by Martha Dale. The motion passed unanimously.*

**5. Adjourn**

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

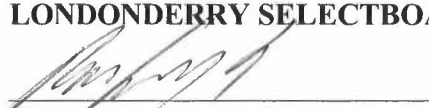
The meeting adjourned at 5:40 PM. The next regular meeting of the Selectboard is scheduled for 11/6/2023.

Respectfully Submitted,

  
Shane P. O'Keefe  
Town Administrator

*Approved November 6, 2023.*

**LONDONDERRY SELECTBOARD**

  
Thomas Cavanagh, Chair