

Town of Londonderry, Vermont
Selectboard
Special Meeting Minutes
Monday, June 24, 2024
Twitchell Building - 100 Old School Street, South Londonderry, VT

Board Members Present: Thomas Cavanagh, Taylor Prouty, and Jim Fleming.

Absent Board Members: Martha Dale.

Town Officials: Town Administrator Shane O’Keefe, and Road Foreman Josh Dryden.

Others in Attendance: Pamela Spaulding, James Ameden, Jr., Anna Stoddard, Chad Stoddard, and Joshua Vincent.

1. Call meeting to order

Selectboard Chair Tom Cavanagh called the meeting to order at 5:00 PM.

2. Additions or deletions to the agenda

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

Jim Fleming moved to delete consideration of Selectboard Pay Orders, seconded by Taylor Prouty. The motion passed unanimously.

3. Executive Session – The appointment or employment or evaluation of a public officer or employee per 1 V.S.A. 313 (a)(3)

Taylor Prouty moved to enter executive session to consider the employment of a Town employee, pursuant to Title 1 V.S.A. Section 313(a)(3), and invite Joshua Vincent, Josh Dryden and Shane O’Keefe to attend the executive session, seconded by Jim Fleming. The motion passed unanimously.

The Selectboard entered Executive Session at 5:02 PM, and Vincent left the executive session at 5:30 PM. The Board came out of executive session at 5:44 PM.

Taylor Prouty moved to hire Joshua Vincent to a full-time Road Crew position at a rate of pay of \$26.50 per hour, plus benefits, plus a \$50.00 per month cell phone stipend, subject to his acceptance of the Town’s offer and completion of a probationary period of 6 months, seconded by Jim Fleming. The motion passed unanimously.

Taylor Prouty moved to enter executive session to consider the employment or evaluation of a Town employee, pursuant to Title 1 V.S.A. Section 313(a)(3), and invite Troy Maynard, Josh Dryden and Shane O’Keefe to attend the executive session, seconded by Jim Fleming. The motion passed unanimously.

The Selectboard entered Executive Session at 5:46 PM, and Maynard left the executive session at 6:03 PM. The Board came out of executive session at 6:40 PM.

4. Town Officials Business

None.

5. Transfer Station/Solid Waste Management

a. Updates

None.

6. Roads and Bridges

a. Updates

Dryden mentioned he'd met with a representative of the Windham Regional Commission to go over Grants-in-Aid projects for FY 2023 and FY2024, the former including work on Rest Haven Road and Brophy Lane, and the latter involving Cody Road. All work must be done prior to 9/30/2024 and it was generally agreed that the work should be put out to bid to ensure timely completion. There was discussion on the technical aspects of the projects and the existing culvert inventory.

There was a discussion about the need to issue Invitations to Bid for road salt and for the grant-funded roadway edge lining. On the edge line painting, it was generally agreed that the priority roads were Thompsonburg Road/Main Street and Middletown Road, with Landgrove Road less critical due to planned paving operations the following year.

b. Review bids and award contract for FY2025 road paving

The Board reviewed the recent Invitation to Bid for paving services that included the following work:

Primary Bid:

Town Highway	Length (feet)	Width (feet)	Required Work
Melendy Hill RD (TH#27)	1,900	22	A, B
Windy Rise West (TH#49)	820	22	A
Scott Pet RD (TH#23)	428	20	A
Derry Woods RD (TH #16)	760	22	A

Bid Alternative 1:

Town Highway	Length (feet)	Width (feet)	Required Work
Melendy Hill RD (TH#27)	49	60	C
Brophy LN (TH#26)	23	30	C
Sherwood Forest (TH#66)	26	32	C
Reilly RD (TH#8)	28	39	c
Under the Mountain RD (TH#36)	60	50	C

REQUIRED WORK DESCRIPTION

A = 1.5" Shim + 1" overlay with Type IV asphalt

B = Two (2) manhole covers to be raised

C = 1.5" cover with Type IV asphalt at intersection with State highway

The Board reviewed and considered the following bids received:

		A	B	C	NOTES
BID TABULATION		Primary	Alternative	Combined	
		Melendy Hill, Windy Rise West, Scott Pet, Derry Woods RDs	Melendy Hill, Brophy LN, Sherwood Forest, Reilly and UTM		
	Bidder				
1	Bazin Brothers Trucking, Inc. Westminster, VT	\$ 167,140 \$122/ton	\$ 25,650 \$285/ton	\$ 192,790	
2	Fuller Sand & Gravel, Inc. Danby, VT	\$ 181,746 \$138/ton	\$ 14,350 \$175/ton	\$ 196,096	1
3	Hunter Excavating, Inc. South Londonderry, VT	\$ 189,970 \$133.50/ton	\$ 11,466 \$136.50/ton	\$ 201,436	2
4	Springfield Paving Claremont, NH	\$ 148,734 \$103.82/ton	\$ 20,250 \$225/ton	\$ 168,984	3
5	Wilk Paving, Inc. Westminster, VT	\$ 171,600 \$130/ton	\$ 23,240 \$280/ton	\$ 194,840	
	NOTES		Low bids are bold underlined		
	1. Plus \$45/ton for shouldering.				
	2. Intent is to use drop-in riser rings to raise manhole covers.				
	3. To be billed on actual tonnage used.				

Jim Fleming moved to accept the bid from Springfield Paving for FY2025 paving for all work specified, and to authorize the Town Administrator to execute all necessary documents to employ the contractor, including a service contract. delete consideration of Selectboard Pay Orders, seconded by Taylor Prouty. The motion passed unanimously.

c. Review bids and award contract for FY2025 winter sand

The Board reviewed the recent Invitation to Bid for winter sand of 3,000 cubic yards (CY), which is a reduction from 4,000 CY in FY2024, and the Board considered the following bids:

Bidder	SAND ONLY		SAND DELIVERED	
	\$/CY	Total Cost	\$/CY	Total Cost
Hunter Excavating, Inc.	\$25.50	\$76,500	\$25.50	\$76,500
Supply Location: So. Londonderry, VT				
Bazin Brothers Trucking, Inc.	\$17.95	\$53,850	\$26.70	\$80,100
Supply Location: Walpole, NH				

It was noted that a late bid was received but not reviewed.

Taylor Prouty moved to accept the bid from Hunter Excavating, Inc. for FY2025 supply of winter sand, and to authorize the Town Administrator to execute all necessary documents

to employ the contractor, including a service contract, seconded by Jim Fleming. The motion passed unanimously.

7. Adjourn

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

The meeting was adjourned at 6:58 PM. The next regular meeting of the Selectboard is scheduled for 7/1/2024.

Respectfully Submitted,

Shane O’Keefe
Town Administrator

Approved July 1, 2024.

LONDONDERRY SELECTBOARD

Thomas Cavanagh, Chair

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