



Office of Board of Selectmen Town of Mason

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Selectmen Meeting 10/29/2020
Approved Minutes

Present: By roll call, using the Zoom platform – Charles Moser, Louise Lavoie, Pete McGinnity, selectmen; Kathy Wile, Erin Darrow, P.E.; Dave Morrison.

Called to Order: The meeting was called to order 2:01 PM by Chair Louise Lavoie. There were no members of the public attending, so there was no reading of the checklist. She then proceeded to take attendance by roll call, reflected above.

New Business:

- Russell Rd project – where is it at?
Erin said the permit is in process with DES. It does not have a file number yet; once that is assigned, we can request it be expedited. It is a good time to get quotes for the job – all the information included in her report should allow contractors to give an accurate bit. Erin will send out the RFP to contractors and cc Kathy and Dave by Monday, 11/2. Bids will be submitted by electronic submission, due 11/23, and opened at a later meeting. Erin will schedule a meeting for all contractors to visit the site with her and Dave there by 11/11. Discussion on pros and cons of group vs individual meetings with contractors – at a group meeting all contractors get the same information at the same time, at individual meetings sometimes get more questions and all questions/comments can be shared with all bidders via email.
Further discussion about requiring a bond. Performance and payment bonds were both discussed, as was additional costs. Projects over \$120,000 require a bond, this one does not. Final discussion about timing – completed in 2020 would be the best scenario, but contract needs to be signed by December to encumber funds for payment next year.
- Abbott Hill/Starch Mill Rd project –
Selectmen need numbers to present for town meeting, which means needed by January. Various grant options were discussed, along with the requirements for each, which are reimbursements vs up front grants. FEMA, ARM and other sources were discussed. Time frames for these grant processes were discussed, we would be looking at 2022 for outside funding.
It was asked if our congressional delegation could help – Erin said potentially yes; there is the possibility discretionary funds would be available which could potentially match other funding sources.

Adjournment:

There being no further business, Louise motioned to adjourn, second from Charlie. Roll call vote to adjourn – 3 ayes. Meeting adjourned at 2:51 PM, zoom meeting forum closed by Louise.

Next regular meeting will be Tuesday November 10, 2020 via the Zoom platform, at 7:30 PM.

Respectfully Submitted,
Kathy Wile
Administrative Assistant