

# LYNDEBOROUGH BOARD OF SELECTMEN MEETING MINUTES

January 13, 2016

**Members Present:** Chairman Fred Douglas, Selectman Lee Mayhew and Selectman Mark Schultz.

**Staff Present:** Town Administrator Russ Boland, Road Agent Kent Perry

**Public Present:** NONE

**Media Present:** Jessie Salisbury

**Recorder:** Russ Boland

The meeting was called to order at 4:02 p.m.

Chairman Douglas opened the meeting by introducing the Selectmen and Staff. Following introductions, the pledge of allegiance was conducted.

Chairman Douglas recognized Kevin Leonard of North Point Engineering to provide the Board with an update of the Mountain Road reconstruction proposal. Mr. Leonard covered the data compiled to date and advised the Board the next step is to confirm the date for the pre-bid meeting with contractors and to determine if the meeting is mandatory for bidders. The Board was in agreement the pre-bid meeting is mandatory for contractors interested in bidding on the project.

Below are the important dates:

- a. January 25, 2016, at 10:00 am, Citizens' Hall, pre-bid meeting for all interested contractors.
- b. January 29, 2016, last day for contractors to submit questions.
- c. February 8, 2016, bid opening, 10:00 am Citizens Hall 2<sup>nd</sup> floor.
- d. March 12, 2016, Municipal Deliberative Session, Citizens Hall 2<sup>nd</sup> floor.
- e. On or before March 30, 2016, Awarding of a Contractor(s) to perform work.

The Board and Kevin Leonard reviewed the bidding contracts and discussed the overall project including; timelines, staging areas for equipment, advertising for contractors and keeping the public informed. It was agreed if the project is approved, weekly construction meetings will be very important.

**Vote: Motion by Selectman Mayhew, seconded by Selectman Schultz to adjourn at 7:22 p.m. Passed 3-0**

The signatures below are for the January 13, 2016 Selectman's meeting:

Fred Douglas  
Chairman

Selectman Mayhew

Selectman Mark Schultz

**APPROVED BY THE BOARD OF SELECTMEN ON JANUARY 27, 2016**