1. **Call to Order**

Chairman Peter Lyon called the meeting to order at 3:59 p.m.

Attendees by Zoom conference call: Chairman Peter Lyon, Selectman Dwight Brew, Selectman Reed Panasiti, Selectman John D’Angelo, and Selectman Tom Grella.

Also present: Town Administrator Dean Shankle and Kristan Patenaude, recording secretary

Other attendees and the public accessed the meeting via Zoom.

Chairman Lyon explained that, pursuant to the State of Emergency declared by the Governor as a result of the COVID19 pandemic and in accordance with his Emergency Order #12, this meeting is authorized to take place electronically. There is no physical location to observe and listen to this meeting. However, in accordance with the Emergency Order, we are:

Utilizing Zoom teleconferencing for this meeting. All members of the Board have the ability to communicate during the meeting through this platform and the public has access to contemporaneously listen and if necessary, participate in the meeting by dialing +1 301 715 8592 and using a webinar ID of 885-6794-3770 or by using the link contained in the agenda posted at amherstnh.gov.

Notice of the meeting and means to access it were previously posted in accordance with law. Members of the public that have phoned into the meeting can raise their hand by pressing the \*9 on their phone, in order to make it known that they would like to speak to the Board. If anyone has a problem accessing the meeting, please call 603-440-8248 for assistance. In the event the public is unable to access the meeting, the meeting will be adjourned and rescheduled.

All votes will be taken by roll call and for ease, in alphabetical order.

Lastly, the meeting is being recorded and will be replayed on ACATV.

The Board started by taking a roll call vote and stating if they were alone.

*Roll call vote: Selectman Brew – present; Selectman Grella – present; Selectman Panasiti – present; Selectman D’Angelo – present; and Chairman Lyon – present. All noted themselves as being alone.*

1. **Citizen’s Forum – none**
2. **Staff Reports**

**3.1 Road Reconstruction Bid**

DPW Director, Eric Hahn, stated that the full bid package is included in the Board’s packet for this meeting. He noted that the pricing of the bid decreased slightly, due to previously undiscovered typos and other items identified. Also included is an authorized signature from Continental Paving validating their pricing and stating that the prices will be adhered to. All unit pricing and line items have been consolidated into one sheet, which is included as one of the pages of the 115-page document.

In response to a question from Chairman Lyon, Eric Hahn explained that the RFP was written prior to the TAP Grant information being received. Bid pricing for all of the roads is included in the revised RFP, however, the DPW has no desire to include the roads that may be completed as part of the TAP Grant (including Mack Hill, Jones Rd., Church Street, and School Street). Thus, the DPW is proposing that Christian Hill, Dodge Road, Blueberry Rd, Bayberry Rd, Caldwell Drive, and Manhattan Drive be reconstructed as part of this bid.

Eric Slosek, Assistant DPW Director, noted that the cost for those six roads is $1,129,269.

Chairman Lyon explained that this cost can be partially funded from the $521,000 left over from the FY21 budget, with the remainder to come from the FY22 budget. The budget for FY22 will be greater than the amount needed for this bid, and thus some money will be leftover for the spring road reconstruction budget.

Eric Hahn explained that the current and previous process for road reconstruction contracts is inefficient. If this contract is approved by the Board, he will work in the future to align all contracts with the fiscal year. The new contract will start on July 1 each year, with the majority of the work to be completed by the end of November/beginning of December.

Town Administrator Shankle explained that he contacted the other companies that did not bid on the RFP. One company said the proposed job was too big. The other company said that it would contract with a company, similar to Continental, for the job and gave him three other company names. He recommended that the Town look at its current bid list in order to send bids out to additional prospective bidders. Town Administrator Shankle explained that the original bid increase over last year’s seemed to be 15%, however, that decreased to 4% after the errors and typos were discovered. He believes it makes sense for the Town to run bids/RFPs and the bid process by a contracted engineer in the future.

Selectman Brew agreed that the Town could probably benefit from at least one year of a contractor’s review of the bidding process. He also suggested that the contractor look at the Town’s bids and compare them to previous ones completed by the Town, and also those of other towns, per unit. He would prefer that the Town learn from this mistake and do better next year, but that there should not be so much blame placed on the DPW Director. He supports moving forward with the bid with the revised numbers.

Selectman D’Angelo agreed with Selectman Brew to award the bid based on the revised pricing. He also agreed that it would be a good idea for an engineer to look over the Town’s bid package for at least one year.

Selectman Grella stated that the DPW did a great job putting together the package and he is okay to move forward with it.

In response to a question from Selectman Panasiti, Eric Hahn explained that bidders would bid either by unit pricing, or however else the Town requested. Selectman Panasiti agreed with moving forward with the bid.

Chairman Lyon agreed that the DPW Director need not take the ownership for this mistake. He thanked Eric Hahn and Eric Slosek for their work. He supports accepting and awarding the bid to Continental Paving. He agrees that there are improvements to be made for the next RFP.

*A MOTION was made by Selectman Brew and SECONDED by Selectman D’Angelo to approve the revised road reconstruction bid as submitted by Continental Paving Inc. for the upcoming 2021 construction year, which includes $71,825.00 for Bayberry Drive, $107,013.00 for Blueberry Drive, $426,996.50 for Christian Hill Road, $440,461.00 for Dodge Road, $48,601.00 for Caldwell Drive, $34,373.00 for Manhattan Drive and a contingency amount of $170,730.50, totaling $1,300,000.00.*

*Discussion:*

*In response to a question from Selectman Brew regarding the reconstruction of Ravine Road, Eric Hahn explained that the DPW is urging Pennichuck Water to replace a water main along Mack Hill Road. There is a question as to if the road surface from Ravine and part of Mack Hill Road should be replaced in order to make the roads safer in the interim period, until Pennichuck replaces the water main, probably within the next 3-5 years. These are expensive roads to rebuild and a discussion for another time.*

*By roll call vote: Selectman Brew – aye; Selectman D’Angelo – aye; Selectman Grella – aye; Selectman Panasiti – aye; Chairman Lyon – aye. 5-0-0; motion carried unanimously.*

*A MOTION was made by Selectman D’Angelo and SECONDED by Selectman Grella to adjourn the meeting at 4:46pm.*

*By roll call vote: Selectman Brew – aye; Selectman D’Angelo – aye; Selectman Grella – aye; Selectman Panasiti – aye; Chairman Lyon – aye. 5-0-0; motion carried unanimously.*

**NEXT MEETING: Monday, April 12, 2021**

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*Selectman Reed Panasiti* *Date*