

**Town of Winhall Select Board**  
**Special Meeting Minutes for Monday, October 17, 2016**

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**PRESENT:** Lissa Stark (Town Administrator); Trevor Dryden (Roads); Wesley Ameden (Ameden Construction); Craig Weaver (Weaver Excavation); Rich Seymour (Bazin Bros.); Eric Murphy & Paul Holloway (Miller Construction); Aaron Youngman (Eckman Engineering); Hunter Kaltsas & Ronald Pari (Hunter Excavating); Carroll Avery (Griffin & Griffin Excavating); Matt Belden (Daniels Construction); Don Arsenault (Michie Corp); Charlie Ezequelle (Renaud Bros.); Ron Bell (Bell Engineering); Archie Clark & Win Clark (A.S. Clark & Sons); Steve Wolf (Contech Eng. Solutions); Jim O'Brien (Holden Engineering & Survey).

**CALL TO ORDER:** This was a mandatory pre-bid meeting for any party interested in submitting a proposal for the culvert project on Raspberry Hill Road in Winhall. As there were no Select Board members present, the meeting began at 10:00AM when Lissa Stark asked all attendees sign in.


**HYDRAULIC STUDY:** The hydraulic study conducted by the State Agency of Transportation along with the Request for Proposals were distributed to attendees that needed a copy.


**QUESTIONS & ANSWERS:** Attendees had the opportunity to review the hydraulic study, the request for proposals, and see the project site. Next, attendees asked questions about the project. Dryden and Stark addressed the questions related to contracts, funding, and project timeline. The project will be funded in part by a State structures grant in the amount of \$130,000, which must be matched with local funding. Since the additional cost of the project would need to be factored into the next fiscal year budget, which would be voted on at Town Meeting in March, it is anticipated that the project would not begin until July 1, 2017. A contract for the project work could be in place prior to March, with the condition that it would be contingent upon the vote in March. It was further mentioned that the Town is seeking proposals for any viable solutions that meet the State standards.

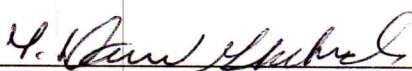
**SITE VISIT:** Attendees had the opportunity to take photos of the project site and walk down to the culverts.

The mandatory pre-bid meeting concluded at 11:20AM.

Meeting minutes submitted by,  
Lissa Stark  
Winhall Town Administrator

  
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Stuart Coleman, Chair

  
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William Schwartz, Vice Chair

  
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Dave Glabach, Member