

**TOWN OF TUFTONBORO  
MIRROR LAKE WATERSHED COMMITTEE  
June 3, 2016  
MINUTES**

**Members Present:** Ben Ladd, Chairman, Steve Wingate, Vice-Chairman, Lloyd Wood and Bill Marcussen, BOS Representative, Faye Friedrich, Dusty Davies, Jeff Moody, John Lapolla, Members, Gene Kelley, Alternate.

**Member Absent:** Larry Gil, Member.

**Staff Present:** Lee Ann Keathley, Administrative Secretary.

*Chairman Ladd opened the meeting opened at 3:30 PM.*

*The Committee participated in the Pledge of Allegiance.*

**Discussion Items**

**A. Lang Pond Road Reconstruction Project  
Contract Documents**

The Committee reviewed the Contract Documents and agreed to the following;

***Invitation to Bid***

- include perched beach in description of project
- change “July 25” to “July 11”
- strike “August 1, 2016” (date to be determined by BOS)
- #2; strike “add bid alternatives and to take any action that it may deem to be in the best interest to do so.”
- strike #3

***Bid Form/Schedule***

- strike “10% contingency”
- add “cost of a performance and payment bond if required”

***Bidding Instructions and Requirements***

- 1.2.H, 2<sup>nd</sup> paragraph; strike “low”
- 1.2.H, 2<sup>nd</sup> paragraph; change “Bidder” to “Bidders”
- 1.2.H; strike 3<sup>rd</sup> paragraph
- Strike 1.2.N
- 1.2.P; add “,if required by the OWNER” following “Bonds”

***Agreement***

- #3; strike “10” (number to be determined by the BOS)

### **Notice Of Award**

- Include perched beach in project description
- 4<sup>th</sup> paragraph; strike “ten days” (number to be determined by BOS)
- 6<sup>th</sup> paragraph; insert “and” following “abandoned”

**It was moved by John Lapolla and seconded by Steve Wingate to accept the Contract Documents, as amended, for the Lang Pond Road Reconstruction Project and forward to the Board of Selectmen for review and consideration. All members voted in favor. The motion passed unanimously.**

### **Norway Plains Associates Construction Observation Agreement**

The Committee reviewed the Norway Plains Associates Construction Observation Agreement and agreed to the following;

- Add the following to the scope of services;
  - ~review and confirmation of the Bid Form quantities
  - ~final Bid Form quantity reconciliation

**It was moved by John Lapolla and seconded by Steve Wingate to accept the Norway Plains Construction Observation Agreement, as amended, for the Lang Pond Road Reconstruction Project and forward to the Board of Selectmen for review and consideration. All members voted in favor. The motion passed unanimously.**

### **Other Business**

Next meeting to be scheduled in July; date to be determined.

**It was moved by Steve Wingate and seconded by Dusty Davies to adjourn the June 3, 2016 Mirror Lake Watershed Committee meeting. All members voted in favor. The motion passed.**

There being no further business before the Committee, the meeting adjourned at 4:47 PM.

Respectfully Submitted,

*Lee Ann Keathley*

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