

Town of Lyme
Board of Selectmen Special Meeting
Minutes for March 28, 2012

1. At 9:15 AM Simon opened the meeting. The following were present for part or all of the meeting: Simon Carr (chair), Richard Vidal (member), C. Jay Smith (member), Dina Cutting (Administrative Assistant), Ed Hansalik (NRCS/USDA Representative) and Blake Allison.
2. The purpose of the meeting was to discuss the Grant from NRCS for the repairs to the Riverbank.
 - a. Ed Hansalik explained the program and the differences between their program and FEMA or other Grants. Basically they are providing help to preserve what is left, not to rebuild or replace what has been destroyed. They will provide 75% of the construction costs for the Riverbank. Since we had already done the engineering work through Holden he noted that they would be looking to provide an additional 3% of the engineering costs however this is not definite.
 - b. He will be meeting Friday with Holden Engineering to go over the specifications for the design and materials to ensure that they meet NRCS/USDA Standards. He will then prepare a cost estimate and compare with the bids which will determine what they will pay.
 - c. Simon explained that we had put it out to bid, how it was advertised and what bids were received. Also noted that we would be using some highway department assets for hauling to reduce contract costs. As yet we have not signed a contract with any bidder.
 - d. Ed Hansalik discussed forms and that we must demonstrate evidence of having the property rights to do the work. This can be done via a letter from the Attorney stating that in their opinion the rights have been secured. If all goes well he should have a Project Agreement ready for signature at the April 5th regular Selectboard Meeting.
 - e. He explained that when the project begins Holden will provide overall inspection. A government representative will make periodic inspections and notify the sponsor of any problems noted such as items that don't meet specifications.
 - f. We will need an alteration of terrain permit. When can we start? Discussed doing this during low water conditions. Simon discussed contacting Trans Canada to find out about when we can expect low water.
 - g. Discussed Responsibilities: The Town is responsible for 25% of the cost, obtaining the land rights and operation and maintenance (normally for 15 years). An example of maintenance includes vitality of the plantings.
 - h. Simon asked about grants for future projects to shore up the bank before we have another collapse. Ed explained that they only deal with events where a State of Emergency has been declared and there is a watershed wide impairment.
 - i. Discussed having a surety/performance bond and that there is a 220 day limit for completion once funding is received.

2. The meeting adjourned at 10:15 AM.

C. Jay Smith
Recorder