

# RICHMOND SELECTBOARD MEETING

## AGENDA

Robert Bodge, Chairman  
Marilynn Grizkewitsch  
Matt Roberge  
Tracy Tuttle  
Brian York, Vice Chair

Town Office Conference Room  
Tuesday, June 23, 2026 @ 5:30PM

- 1.0 CALL TO ORDER
- 2.0 PLEDGE OF ALLEGIANCE
- 3.0 REQUEST TO APPROVE MINUTES OF SELECTBOARD MEETING ON: May 28, 2026
- 4.0 PROCLAMATIONS & APPOINTMENTS
  - 4.1 Position/Committee Appointments – Annual List Presented at Meeting
- 5.0 SELECTBOARD DISCUSSION ITEMS & COMMUNICATIONS
  - 5.1 Discuss Creation of a Selectboard Donation Acceptance Policy
  - 5.2 Discuss 2026 Town Report Dedication
- 6.0 SELECTBOARD ACTION ITEMS
  - 6.1 Award Construction Contract for Beedle & New Roads
  - 6.2 Action on Request for Annabella’s Liquor License Amendment
  - 6.3 Set Public Hearing Date of 7/7/2026 for Police Vehicle Purchase
- 7.0 PUBLIC COMMENT, ORAL/WRITTEN REPORTS & OTHER BUSINESS
  - 7.1 Public Comments & Questions
  - 7.2 Town Manager Report
  - 7.3 Selectboard Members
  - 7.4 Boards, Departments & Committee Reports
- 8.0 WARRANTS
  - 8.1 Request to Approve Town Warrant
- 9.0 ADJOURNMENT

# Town of Richmond – Selectboard Meeting Minutes

May 28, 2026

## 1.0 ATTENDANCE

Selectboard Present: Robert Bodge, Andy Alexander, Tracy Tuttle

Selectboard Absent: Matt Roberge, Brian York

Staff: Jim Chandler – TM Chandler, Will Berdan – Transfer Station Manager

Public: Eric (Hatch Street Trailer Park resident)

## 2.0 PLEDGE OF ALLEGIANCE

## 3.0 APPROVAL OF MINUTES FOR May 12, 2026, SELECTBOARD & Budget Committee MEETING

M= A. Alexander 2<sup>nd</sup> = R. Bodge – No Discussion Vote: (2-0-1)

## 4.0 PRESENTATIONS, PROCLAMATIONS & APPOINTMENTS

4.1 None.

## 5.0 SELECTBOARD DISCUSSION ITEMS & COMMUNICATIONS

5.1 Intent to award contract for road reconstruction and improvements to Beedle and New Roads at the June 23<sup>rd</sup> Selectboard meeting if the funding plan is approved by Town Meeting vote June 2<sup>nd</sup>.

## 6.0 SELECTBOARD ACTION ITEMS

6.1 Selectboard action to approve the 2026 Book Awards

M= T. Tuttle, 2<sup>nd</sup> = A. Alexander – Minimal Discussion Vote: Unanimously (3-0)

6.2 Selectboard action to approve two \$50.00 Scholarships for two top graduating seniors at Richmond High School

M= T. Tuttle, 2<sup>nd</sup> = A. Alexander – Minimal Discussion Vote: Unanimously (3-0)

## 7.0 PUBLIC COMMENT, ORAL/WRITTEN REPORTS & OTHER BUSINESS

7.1 Public Comments & Questions

Eric asked about any progress on creating an Ordinance for supporting residents of the Hatch Street Trailer Park.

TM requested more time to investigate, and committed to keeping the residents informed of any proposed Ordinances or actions to assist with improving the upkeep of roads and infrastructure.

7.2 Town Manager Report

## Town of Richmond – Selectboard Meeting Minutes

May 28, 2026

Reviewed activities were focused on preparing for the Town Meeting and Town Elections coming up next week.

### 7.3 Selectboard Members

Tracy – Requested the Town contact MDOT to continue requesting the tracks be removed from the roadways in Town, especially Main and Lincoln Streets.

Andy – Noted the opening of Peacock Beach and repairs to the boardwalk.

Chair – None.

### 7.4 Boards, Departments & Committee Reports

None.

### 8.0 WARRANT

#### 8.1 Request to Approve Town Warrant

M= A. Alexander 2<sup>nd</sup> = T. Tuttle – No Discussion Vote: Unanimously (3-0)

### 9.0 ADJOURNMENT

M= T. Tuttle 2<sup>nd</sup> = A. Alexander – No Discussion Vote: Unanimously (3-0)



## TOWN OF RICHMOND

26 Gardiner Street  
Richmond, ME 04357  
Office: 207-737-4305  
Facsimile: 207-737-4306  
[www.richmondmaine.com](http://www.richmondmaine.com)

### MEMORANDUM

TO: Selectboard Members  
FROM: Jim Chandler, Town Manager *JNC*  
DATE: June 23, 2026  
REFERENCE: Item 4.1 – Annual Appointment of Municipal Officials for Fiscal Year 2027

#### Purpose

Approve annual appointment of municipal officials presented by the Town Manager.

#### Background

The State of Maine MRS Title 30-A §2526 and §2631 authorizes the Selectboard, acting as elected municipal officers in accordance with standing authority granted at the Town's Annual Meeting, to appoint the positions of Road Commissioner and Town Manager, respectively.

The State of Maine MRS Title 30-A §2636 authorizes the Town Manager, acting as the chief executive and administrative official, to present the Selectboard with a list of annual appointments for all other municipal officials required by law that act as department heads and/or provide municipal services.

#### Analysis & Justification

The Selectboard is authorized and requested to act on the recommendations below for the annual appointment of municipal officials.

#### Recommendation

Staff recommend the Selectboard approve the appointment of the attached list of municipal officials, including appointment of James Chandler (per contract) as Town Manager. Further, to authorize the appointments listed below to fill positions needed to operate the Town's municipal departments and services, as approved by Town Meeting Warrant at the 2026 Annual Meeting.

Recommended Motion:

*Motion to appoint James Chandler as Town Manager, Town Clerk, Treasurer, Tax Collector, and Road Commissioner for the period of July 1, 2026 through June 30, 2027 and further authorize the town manager to appoint those municipal officials listed below for the same period.*

#### Staffing Impact

Municipal Officials Appointed by Town Manager for FY2027, beginning July 1, 2026, ending June 30, 2027:

Police Chief:	James Donnell	Interim Registrar of Voters:	James Chandler
Fire Chief:	Patrick Drake (Acting)	Emergency Manager:	James Chandler
Code Officer:	James Valley	Health Officer:	James Valley
Plumbing Insp:	James Valley	Econ. Development Director:	James Chandler
Harbor Master:	Christopher Smith	Public Access Officer:	James Chandler
General Assistance Administrator:			James Chandler
Deputy General Assistance Administrator:			Teresa Phelps
Deputy Clerk:	Sharon Woodward, Teresa Phelps, Laurie Boucher		
Deputy Treasurer:	Laurie Boucher, Sharon Woodward, Teresa Phelps, James Valley		
Deputy Tax Collector:	Laurie Boucher, Sharon Woodward, Teresa Phelps, James Valley		

**Fiscal Impact**

None.

**Regional Impacts**

None.

**Legal Review**

No legal counsel initiated.

Authorizing Maine Revised Statutes cited above.

The Maine Constitution requires the following positions to be elected or appointed for every municipality:  
Clerk, Treasurer, Tax Collector, Road Commissioner, and Health Officer.

Item 6.1 – HOLD Public Hearing for Annabella’s Bakery and Cafe Request for Liquor License Amendment

**Motion to Open Public Hearing**

*Motion to Open this Public Hearing to accept public comments regarding amendment of an approved liquor license for Annabella’s Bakery and Cafe, located at 2 Maine Street, Richmond, ME 04357.*

**Take Public Comments**

Public comments will now be heard. Any person wishing to make comments or ask questions are invited to speak.

**Motion to Close Public Hearing**



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### MEMORANDUM

TO Selectboard Members  
FROM Jim Chandler, Town Manager *JNC*  
COPY Chief James Donnell, Richmond Police Department  
DATE June 23, 2026  
REFERENCE: Item 7.1 – Annabella’s Bakery and Cafe Request for Liquor License Amendment

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#### **Purpose**

Approval of a request from Annabella’s Bakery and Cafe to Amend an existing State Permit to sell liquor and spirits – as required due to a change of ownership effective July 1, 2026.

#### **Background**

Annabella’s Bakery and Cafe, at 2 Main Street, operates a restaurant (non-Class A). The restaurant has maintained its liquor license under the ownership of Rebecca Hunter since 2020 with no issues of concern.

#### **Analysis & Justification**

Richmond Police Chief James Donnell reports no concerns with the amendment of this license application. Town staff endorses the proprietor’s application to The State of Maine Bureau of Alcohol Beverages and Lottery Operations Division of Liquor Licensing and Enforcement for amending its annual liquor license to reflect a transfer of ownership from Rebecca Hunter to Michael Grizkewitsch.

#### **Recommendation**

Staff recommend the Selectboard approve the renewal of the existing State of Maine License to sell Liquor on the premises of Annabella’s Bakery and Cafe, at 2 Main Street, Richmond, Maine.

Recommended Motion:

*Motion to Approve amendment of the existing liquor license for Annabella’s Bakery and Cafe for July 2026 through July 2027.*

#### **Fiscal Impact**

None.

#### **Staffing Impact**

None.

#### **Regional Impacts**

None.

#### **Legal Review**

None initiated at this time.



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### MEMORANDUM

TO Selectboard Members  
FROM Jim Chandler, Town Manager *JNC*  
COPY Jay Jamison, Public Works Director  
Rob Prue, P.E. Town Engineer – Pine Tree Engineering/Sebago Technics  
DATE June 23, 2026  
REFERENCE: Item 7.2 – Award Contract for Road Improvements to Beedle & New Roads

#### Purpose

Award contract to Manzer's Fine Grade & Earthwork of Anson, Maine, for reclamation, paving, and road improvements to Beedle and New Roads.

#### Background

The Town began considering major repairs to Beedle Road prior to the work completed in 2021 on the 800' section of the steep slope west of State Route 24. The remaining work to reclaim Beedle Road was envisioned in 2024 as a phased plan to be implemented over four years, ending in 2028. Phase 1 was advertised in April 2025, awarded and completed by Crooker Construction in October 2025.

Subsequent analysis revealed the likely cost benefits of completing the remaining three phases of Beedle Road as one project in 2026. Additionally, an alternative was added to the bid package to include badly needed repairs to adjacent New Road. The current (pre-oil crisis) combined engineer's cost estimate was \$1,775,000 and did not account for current commodity escalation.

#### Analysis & Justification

The Town's Engineer prepared and oversaw the bid process, resulting in eight (8) sealed bids opened on March 10, 2026. The bids ranged from the low bid of \$1,429,200.00 to a high bid of \$1,903,860.00 for completing the full scope of work for the base and alternate work requested.

The engineer's bid tabulation is summarized below:

<b>Contractor</b>	<b>Beedle 2-4 (Base)</b>	<b>New Road (Alt)</b>	<b>Total</b>	<b>Delta</b>
Maine-ly Paving	1,108,887.50	324,345.00	1,433,232.50	4,032.50
All States Construction	1,114,410.00	316,500.00	1,430,910.00	1,710.00
<b>Manzer's Earthwork</b>	<b>1,115,800.00</b>	<b>313,400.00</b>	<b>1,429,200.00</b>	
Crooker Construction	1,144,437.50	325,945.00	1,470,382.50	41,182.50
Pratt & Son's	1,192,912.50	279,175.00	1,472,087.50	42,887.50
Vaugh Thibodeau	1,304,890.00	326,160.00	1,631,050.00	201,850.00
Gendron & Gendron	1,349,100.00	421,480.00	1,770,580.00	341,380.00
Northeast Paving	1,495,000.00	408,860.00	1,903,860.00	474,660.00

**Recommendation**

The Town Engineer, in concurrence with the Town Manager and Public Works Director, recommend the Selectboard authorize award of the full scope of work to the low bidder, Manzer's Fine Grade & Earthwork.

**Recommended Motion:**

*I make a motion to authorize the town manager to execute a contract with Manzer's Fine Grade & Earthwork for completing the Scope of Work developed by Pine Tree Engineering for reclamation and paving of Beedle and New Roads for the bid amount of \$1,429,200.*

Supporting documents.

- Instruction to Bidders, provided by Pine Tree Engineering
- Bid Tabulation for Project # 18015, opened March 10, 2026 @ 9:00 AM

**Fiscal Impact**

Use of \$800,000 from Undesignated Fund Balance, as approved at the 2026 Town Meeting, balance as of last audit is \$3,612,350.49.

Use of \$200,000 from Public Works Project Reserve, current balance is \$225,273.41.

Use of \$500,000 in TIF Revenues.

Cost at completion of the project will be based on unit quantities actually used as finish elevations will vary across the length of the project roads.

**Staffing Impact**

The DPW crew will support the project by coordinating ditching and culvert replacements.

**Regional Impact**

None.

**Legal Review**

No legal review needed.

## Bid Tabulation Beedle Road Pavement Reclamation & Paving Richmond, Maine

			CONTRACTORS			
			Maine-ly Paving		All States Construction	
Item	Description	Quantity	Unit Price	Bid Amount	Unit Price	Bid Amount
<b>1. BEEDLE ROAD (Section 2)</b>						
1.1	Traffic Control	LUMP SUM	—	\$18,500.00	—	\$16,000.00
1.2	Full Depth Pavement Reclamation & Fine Grade	31,000 SY	\$2.05	\$63,550.00	\$2.05	\$63,550.00
1.3	Variable Depth Gravel Base (3" average)	3,600 CY	\$35.00	\$126,000.00	\$35.85	\$129,060.00
1.4	2" HMA Base Pavement (19.0 mm)	3,800 TONS	\$89.25	\$339,150.00	\$88.60	\$336,680.00
1.5	2" HMA Driveways & Mailbox Aprons Pavement (handwork 9.5 mm)	30 TONS	\$250.00	\$7,500.00	\$250.00	\$7,500.00
<b>BEEDLE ROAD (Section 2) SUBTOTAL:</b>				<b>\$554,700.00</b>	<b>\$552,790.00</b>	
<b>2. BEEDLE ROAD (Section 1 &amp; 2)</b>						
2.1	Traffic Control	LUMP SUM	—	\$8,500.00	—	\$3,500.00
2.2	Variable Depth HMA Shim Pavement (9.5 mm)	200 TONS	\$92.75	\$18,550.00	\$94.80	\$18,960.00
2.3	1 ¼" HMA Surface Pavement (9.5 mm)	4,850 TONS	\$92.75	\$449,837.50	\$94.80	\$459,780.00
2.4	1 ¼" HMA Driveways & Mailbox Aprons Pavement (handwork 9.5 mm)	70 TONS	\$250.00	\$17,500.00	\$250.00	\$17,500.00
2.5	Shoulder Gravel	52,000 LF	\$1.15	\$59,800.00	\$1.19	\$61,880.00
<b>BEEDLE ROAD (Section 1 &amp; 2) SUBTOTAL:</b>				<b>\$554,187.50</b>	<b>\$561,620.00</b>	
<b>BASE BID GRAND TOTAL:</b>				<b>\$1,108,887.50</b>	<b>\$1,114,410.00</b>	
<b>Additive Alternate Bid</b>						
<b>3. NEW ROAD</b>						
3.1	Traffic Control	LUMP SUM	—	\$8,500.00	—	\$8,200.00
3.2	Grass-lined Ditching	8,000 LF	\$9.25	\$74,000.00	\$5.15	\$41,200.00
3.3	Variable Depth HMA Shim (9.5 mm)	800 TONS	\$92.75	\$74,200.00	\$103.00	\$82,400.00
3.4	1 ¼ " HMA Surface Pavement (9.5 mm)	1,500 TONS	\$92.75	\$139,125.00	\$103.00	\$154,500.00
3.5	1 ¼" HMA Driveways & Mailbox Aprons Pavement (handwork 9.5 mm)	20 TONS	\$250.00	\$5,000.00	\$250.00	\$5,000.00
3.6	Shoulder Gravel	16,800 LF	\$1.40	\$23,520.00	\$1.50	\$25,200.00
<b>ADDITIVE ALTERNATE BID TOTAL:</b>				<b>\$324,345.00</b>	<b>\$316,500.00</b>	
<b>BID SECURITY? (Y/N):</b>				<b>Y</b>	<b>Y</b>	

## Bid Tabulation Beedle Road Pavement Reclamation & Paving Richmond, Maine

			CONTRACTORS			
			Manzer's Fine Grade & Earthwork		Crooker Construction	
Item	Description	Quantity	Unit Price	Bid Amount	Unit Price	Bid Amount
<b>1. BEEDLE ROAD (Section 2)</b>						
1.1	Traffic Control	LUMP SUM	—	\$17,500.00	—	\$20,400.00
1.2	Full Depth Pavement Reclamation & Fine Grade	31,000 SY	\$2.05	\$63,550.00	\$2.60	\$80,600.00
1.3	Variable Depth Gravel Base (3" average)	3,600 CY	\$35.00	\$126,000.00	\$35.00	\$126,000.00
1.4	2" HMA Base Pavement (19.0 mm)	3,800 TONS	\$90.00	\$342,000.00	\$83.50	\$317,300.00
1.5	2" HMA Driveways & Mailbox Aprons Pavement (handwork 9.5 mm)	30 TONS	\$250.00	\$7,500.00	\$290.00	\$8,700.00
<b>BEEDLE ROAD (Section 2) SUBTOTAL:</b>				<b>\$556,550.00</b>	<b>\$553,000.00</b>	
<b>2. BEEDLE ROAD (Section 1 &amp; 2)</b>						
2.1	Traffic Control	LUMP SUM	—	\$17,500.00	—	\$37,500.00
2.2	Variable Depth HMA Shim Pavement (9.5 mm)	200 TONS	\$93.00	\$18,600.00	\$120.00	\$24,000.00
2.3	1 ¼" HMA Surface Pavement (9.5 mm)	4,850 TONS	\$93.00	\$451,050.00	\$92.75	\$449,837.50
2.4	1 ¼" HMA Driveways & Mailbox Aprons Pavement (handwork 9.5 mm)	70 TONS	\$250.00	\$17,500.00	\$290.00	\$20,300.00
2.5	Shoulder Gravel	52,000 LF	\$1.05	\$54,600.00	\$1.15	\$59,800.00
<b>BEEDLE ROAD (Section 1 &amp; 2) SUBTOTAL:</b>				<b>\$559,250.00</b>	<b>\$591,437.50</b>	
<b>BASE BID GRAND TOTAL:</b>				<b>\$1,115,800.00</b>	<b>\$1,144,437.50</b>	
<b>Additive Alternate Bid</b>						
<b>3. NEW ROAD</b>						
3.1	Traffic Control	LUMP SUM	—	\$17,500.00	—	\$14,500.00
3.2	Grass-lined Ditching	8,000 LF	\$7.00	\$56,000.00	\$8.50	\$68,000.00
3.3	Variable Depth HMA Shim (9.5 mm)	800 TONS	\$93.00	\$74,400.00	\$99.00	\$79,200.00
3.4	1 ¼ " HMA Surface Pavement (9.5 mm)	1,500 TONS	\$93.00	\$139,500.00	\$92.75	\$139,125.00
3.5	1 ¼" HMA Driveways & Mailbox Aprons Pavement (handwork 9.5 mm)	20 TONS	\$250.00	\$5,000.00	\$290.00	\$5,800.00
3.6	Shoulder Gravel	16,800 LF	\$1.25	\$21,000.00	\$1.15	\$19,320.00
<b>ADDITIVE ALTERNATE BID TOTAL:</b>				<b>\$313,400.00</b>	<b>\$325,945.00</b>	
<b>BID SECURITY? (Y/N):</b>				<b>Y</b>	<b>Y</b>	

## Bid Tabulation

### Beedle Road Pavement Reclamation & Paving

### Richmond, Maine

			CONTRACTORS			
			Pratt & Sons		GC Vaughn D. Thibodeau II	
Item	Description	Quantity	Unit Price	Bid Amount	Unit Price	Bid Amount
<b>1. BEEDLE ROAD (Section 2)</b>						
1.1	Traffic Control	LUMP SUM	—	\$40,000.00	—	\$24,600.00
1.2	Full Depth Pavement Reclamation & Fine Grade	31,000 SY	\$4.00	\$124,000.00	\$2.78	\$86,180.00
1.3	Variable Depth Gravel Base (3" average)	3,600 CY	\$40.00	\$144,000.00	\$37.45	\$134,820.00
1.4	2" HMA Base Pavement (19.0 mm)	3,800 TONS	\$87.25	\$331,550.00	\$105.00	\$399,000.00
1.5	2" HMA Driveways & Mailbox Aprons Pavement (handwork 9.5 mm)	30 TONS	\$200.00	\$6,000.00	\$326.00	\$9,780.00
<b>BEEDLE ROAD (Section 2) SUBTOTAL:</b>				<b>\$645,550.00</b>	<b>\$654,380.00</b>	
<b>2. BEEDLE ROAD (Section 1 &amp; 2)</b>						
2.1	Traffic Control	LUMP SUM	—	\$30,000.00	—	\$19,370.00
2.2	Variable Depth HMA Shim Pavement (9.5 mm)	200 TONS	\$92.50	\$18,500.00	\$108.00	\$21,600.00
2.3	1 ¼" HMA Surface Pavement (9.5 mm)	4,850 TONS	\$89.25	\$432,862.50	\$108.00	\$523,800.00
2.4	1 ¼" HMA Driveways & Mailbox Aprons Pavement (handwork 9.5 mm)	70 TONS	\$200.00	\$14,000.00	\$326.00	\$22,820.00
2.5	Shoulder Gravel	52,000 LF	\$1.00	\$52,000.00	\$1.21	\$62,920.00
<b>BEEDLE ROAD (Section 1 &amp; 2) SUBTOTAL:</b>				<b>\$547,362.50</b>	<b>\$650,510.00</b>	
<b>BASE BID GRAND TOTAL:</b>				<b>\$1,192,912.50</b>	<b>\$1,304,890.00</b>	
<b>Additive Alternate Bid</b>						
<b>3. NEW ROAD</b>						
3.1	Traffic Control	LUMP SUM	—	\$6,500.00	—	\$15,000.00
3.2	Grass-lined Ditching	8,000 LF	\$5.50	\$44,000.00	\$5.35	\$42,800.00
3.3	Variable Depth HMA Shim (9.5 mm)	800 TONS	\$92.50	\$74,000.00	\$108.00	\$86,400.00
3.4	1 ¼ " HMA Surface Pavement (9.5 mm)	1,500 TONS	\$89.25	\$133,875.00	\$108.00	\$162,000.00
3.5	1 ¼" HMA Driveways & Mailbox Aprons Pavement (handwork 9.5 mm)	20 TONS	\$200.00	\$4,000.00	\$326.00	\$6,520.00
3.6	Shoulder Gravel	16,800 LF	\$1.00	\$16,800.00	\$0.80	\$13,440.00
<b>ADDITIVE ALTERNATE BID TOTAL:</b>				<b>\$279,175.00</b>	<b>\$326,160.00</b>	
<b>BID SECURITY? (Y/N):</b>				<b>Y</b>	<b>Y</b>	

## Bid Tabulation

### Beedle Road Pavement Reclamation & Paving

### Richmond, Maine

			CONTRACTORS			
			Gendron & Gendron		Northeast Paving	
Item	Description	Quantity	Unit Price	Bid Amount	Unit Price	Bid Amount
<b>1. BEEDLE ROAD (Section 2)</b>						
1.1	Traffic Control	LUMP SUM	—	\$35,500.00	—	\$27,000.00
1.2	Full Depth Pavement Reclamation & Fine Grade	31,000 SY	\$4.00	\$124,000.00	\$2.75	\$85,250.00
1.3	Variable Depth Gravel Base (3" average)	3,600 CY	\$50.00	\$180,000.00	\$48.00	\$172,800.00
1.4	2" HMA Base Pavement (19.0 mm)	3,800 TONS	\$88.00	\$334,400.00	\$116.00	\$440,800.00
1.5	2" HMA Driveways & Mailbox Aprons Pavement (handwork 9.5 mm)	30 TONS	\$260.00	\$7,800.00	\$400.00	\$12,000.00
<b>BEEDLE ROAD (Section 2) SUBTOTAL:</b>				<b>\$681,700.00</b>	<b>\$737,850.00</b>	
<b>2. BEEDLE ROAD (Section 1 &amp; 2)</b>						
2.1	Traffic Control	LUMP SUM	—	\$30,000.00	—	\$15,300.00
2.2	Variable Depth HMA Shim Pavement (9.5 mm)	200 TONS	\$125.00	\$25,000.00	\$129.00	\$25,800.00
2.3	1 ¼" HMA Surface Pavement (9.5 mm)	4,850 TONS	\$100.00	\$485,000.00	\$129.00	\$625,650.00
2.4	1 ¼" HMA Driveways & Mailbox Aprons Pavement (handwork 9.5 mm)	70 TONS	\$260.00	\$18,200.00	\$400.00	\$28,000.00
2.5	Shoulder Gravel	52,000 LF	\$2.10	\$109,200.00	\$1.20	\$62,400.00
<b>BEEDLE ROAD (Section 1 &amp; 2) SUBTOTAL:</b>				<b>\$667,400.00</b>	<b>\$757,150.00</b>	
<b>BASE BID GRAND TOTAL:</b>				<b>\$1,349,100.00</b>	<b>\$1,495,000.00</b>	
<b>Additive Alternate Bid</b>						
<b>3. NEW ROAD</b>						
3.1	Traffic Control	LUMP SUM	—	\$31,000.00	—	\$16,000.00
3.2	Grass-lined Ditching	8,000 LF	\$14.00	\$112,000.00	\$7.00	\$56,000.00
3.3	Variable Depth HMA Shim (9.5 mm)	800 TONS	\$110.00	\$88,000.00	\$129.00	\$103,200.00
3.4	1 ¼ " HMA Surface Pavement (9.5 mm)	1,500 TONS	\$100.00	\$150,000.00	\$137.00	\$205,500.00
3.5	1 ¼" HMA Driveways & Mailbox Aprons Pavement (handwork 9.5 mm)	20 TONS	\$260.00	\$5,200.00	\$400.00	\$8,000.00
3.6	Shoulder Gravel	16,800 LF	\$2.10	\$35,280.00	\$1.20	\$20,160.00
<b>ADDITIVE ALTERNATE BID TOTAL:</b>				<b>\$421,480.00</b>	<b>\$408,860.00</b>	
<b>BID SECURITY? (Y/N):</b>				<b>Y</b>	<b>Y</b>	



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### MEMORANDUM

TO Selectboard Members  
FROM Jim Chandler, Town Manager *JNC*  
COPY James Donnell, Police Chief  
DATE June 23, 2026  
REFERENCE: Item 7.3 – Schedule Public Hearing for use of Vehicle Reserve Funds

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#### Purpose

Schedule and advertise the required Public Hearing for use of Vehicle Reserve funds for the intended purpose of purchasing a 2026 police patrol vehicle.

#### Background

The Town schedules the replacement of police vehicles approximately every three to four years, based on mileage and condition for continued use as a public safety response vehicle.

#### Analysis & Justification

The Police Department is scheduled to purchase a new police patrol vehicle in Fiscal Year 2027. The Town Vehicle Reserve anticipates this purchase. The 2026 Town Meeting approved \$100,000 to be deposited into the Vehicle Reserve for this purpose.

#### Recommendation

Staff recommend the Selectboard schedule the required Public Hearing, for use of Vehicle Reserve funds to purchase a 2026 police patrol vehicle.

#### **Recommended Motion:**

Motion to Schedule a Public Hearing at the next Selectboard Meeting, Tuesday, July 7<sup>th</sup> for the public to offer comments on the use of Vehicle Reserve Funds for the purchase of a police patrol vehicle.

#### Fiscal Impact

None at this time. Anticipated cost of a new 2026 police patrol vehicle is \$75,000 fully outfitted.

Balance of the Town Vehicle Reserve will be \$495,678.10 after deposit of Town Meeting approved funds of \$100,000 on 7/1/2026. Estimated balance following purchase = \$ 420,678.

#### Staffing Impact

None.

#### Regional Impacts

None.

#### Legal Review

No legal counsel required at this time.