\*\*\*Meeting Minutes are in Draft Form until Approved by the Board\*\*\*

KIRBY EMERGENCY SELECTBOARD MEETING

July 15, 2025 9:00 AM

The Selectboard met at the Kirby Town Hall on July 15th, 2025. The meeting was called to order by Chairperson Keith Isham at 9:01 a.m.

Those present were: Selectpersons:

Keith Isham, Michael Bickford and Jeffrey Hayes

John Ohina – Road Foreman

Erin Patoine – Town Clerk

Keith Wooster – Emergency Management Rep

The Selectboard discussed culvert bids with Town Engineer Matt Young (via phone). They all agreed that this was a case where going with the lowest bid would not work out for the town, as the culvert would be delivered too close to the October 1st state deadline to complete the work in the stream (8-10 weeks). Matt’s goal is to get the RFP for installation of the culvert out this month, to start construction in September. He has a list of 5-6 contractors that he is hoping will bid on installation.

The culvert being ordered is 16’ wide, 53’ long, and will arrive in parts. A contractor will take approximately 2-3 days to assemble this. Matt Young stated he would assign the product to them, so the pieces and parts would be the responsibility of the contractor. This culvert will be delivered in 5-7 weeks.

Keith Isham made the motion to direct Matt to order the culvert from Contech Engineered Solutions, bid price $75,828. Mike Bickford seconded the motion. So voted. Keith Isham signed the bid form for Contech. This is $13,911 more than the lowest bid, and will likely be delivered 3-5 weeks sooner.

Elijah Emerson (the town’s Attorney for Bond Bank loans) sent Erin paperwork for the closing of the second bond bank loan. It has been scheduled for July 23rd. The Selectmen signed all documents needed, and Erin will send the paperwork back to Eli.

The next regular Selectboard meeting will be held Monday, August 4th at 6:00 pm.

A Motion to adjourn was made by Keith Isham, seconded by Jeffrey Hayes. So voted.

Meeting was adjourned at 9:22 am.

Respectfully submitted, Town Clerk