

## SELECT BOARD

### MINUTES

November 5, 2025



Board met in HYBRID session at 12:30 p.m. at Abbot Hall, 188 Washington Street, Select Board Meeting Room

The following Board members were present constituting a quorum:

Dan Fox, Chair  
M. C. Moses Grader  
Erin M. Noonan  
James R. Zisson

Thatcher W. Kezer III, Town Administrator, remote

The Chair called the meeting of November 5, 2025, to order.

**PUBLIC COMMENT.** None.

**CONSENT AGENDA ITEMS, CONTRACTS.** The Board reviewed contract requests. Steve Cummings, Building Commissioner, and Brendan Callahan, Community Development and Planning Director, appeared before the Board to present their contract requests.

Motion made and seconded to approve the following Consent Agenda Items, contracts with the Town, and authorize the Chair to sign on behalf of the Board:

- **Change Order No. 1** for contract **26-04 Roof Replacements at the Mary Alley Building and the Jacobi Community Center** between the Town and M.D.M. Engineering, Inc. in the amount of forty-four thousand eight hundred and sixty-four dollars and 49/100 (\$44,864.49)
- **Change Order No. 4** for contract **MDPW 23-03 for Pavement Management Services** between the Town and Apex Companies, LLC. Reducing the contract amount by one hundred five thousand and thirty-five dollars and 49/100 (-\$105,035.49) with a contract extension until March 31, 2026
- **Change Order No. 1** for contract **2024-053 Sidewalk Improvements** between the Town and Richard F. D'Ambrosia, Inc. to extend the contract completion date to December 30, 2026
- **Change Order No. 3**, as outlined in the project synopsis, for **Contract No. 2024-014-02 for the Design of the Rail Trail** between the Town and Toole Design, to

alter the tasks contained within the original proposal and extend the contract completion date to December 30, 2026

- **Change Order No. 1** to extend **Contract No. 2024-015 for the Design of the Rail Trail** through December 30, 2026, and to update the scope of services as outlined in the project synopsis between the Town and Toole Design

All in favor.

**HOLIDAY HOURS. Abbot Hall and Mary Alley.** Motion made and seconded that the following holiday hours will be observed at Abbot Hall and the Mary A. Alley Building:

|                              |                       |
|------------------------------|-----------------------|
| Monday, November 24, 2025    | 8:00 a.m. – 5:00 p.m. |
| Tuesday, November 25, 2025   | 8:00 a.m.- 5:00 p.m.  |
| Wednesday, November 26, 2025 | 8:00 am. – 2:30 p.m.  |
| Thursday, November 27, 2025  | CLOSED ALL DAY        |
| Friday, November 28, 2025    | CLOSED ALL DAY        |

**SELECT BOARD ANNOUNCEMENTS.** None.

Motion made and seconded to adjourn at 12:38 p.m. All in favor.



Kyle A. Wiley  
Administrative Aide

*List of documents used: background information and motions for Contracts / Holiday Hours*