

**TOWN OF WHEELOCK  
SPECIAL SELECTBOARD MEETING  
MINUTES  
2025-9-30, 6:00pm**

Present in person: Chuck Dill, Mike Richardson, Ann Lawless, and at 6:15pm, Vanessa and Curt Perry

6:00pm **Call to Order;** There were no changes to the agenda

The board **reviewed 2 bid proposals** received by the 9/30/25 deadline, for engineering services, Wheelock Rd Embankments (Boulay Rd and S Wheelock Rd near Ballfield Dr).

- GEO DESIGN of Montpelier, for a lump sum of \$70,925, to prepare construction documents, completion date, Feb. 20, 2026. Includes a half-day of flagging on S Wheelock Rd. Does not include permit applications (these can vary depending on what is discovered)
- Right-Trak Design, Inc. of Goffstown NH, for a lump sum of \$134,700, to prepare construction documents, completion date March 2026. Includes testing of materials. Does not include permit applications (these can vary depending on what is discovered)

Ann reported on review of both proposals by Lisa Schleiffer, Vt. Emergency Management, who helped draft the request for proposals. Ann noted that neither firm had submitted the bid form from the RFP that separated the costs for each embankment project. Lisa had noted these oversights would not disqualify the board from selecting. The board discussed the proposals using selection criteria from the town's new Procurement Policy. The board preferred the GEO DESIGN proposal.

Ann stated that for Boulay, FEMA has obligated Architecture and Engineering cost of \$6,606.08 from which the town would receive \$4,954.56. She did not have a figure for the total cost estimate including construction. For S. Wheelock FEMA has estimated and approved \$85,173.88 for both engineering and construction.

Mike questioned if we can afford any of this. Chuck replied that we tried previously to get the permits but were not able to without engineering designs. Ann stated she will find out more from FEMA. They are in the process of shutting down for this VT disaster and at the meeting this morning we were urged to work as fast as possible otherwise we might get nothing.

**Ann motioned that we select GEO Design but not sign the contract immediately, and ask them to split the costs of the two projects and seek advice from FEMA and our Vt Emergency Management Team, second by Mike, so voted unanimously.**

Vanessa Perry asked if we knew the final cost for the work done on Fall Brook Rd. The board looked at the Sept 30 reports from Erin but they do not have that level of detail. Curt Perry asked about plans for Welch Rd. Chuck replied we have a meeting with Logan Perron, VTrans District 7 on Thursday.

7:00pm **Motion to adjourn** by Chuck, second by Mike, so voted.