

**TOWN OF TUFTONBORO  
MIRROR LAKE WATERSHED COMMITTEE  
May 11, 2016  
MINUTES**

**Members Present:** Ben Ladd, Chairman, Steve Wingate, Vice-Chairman, Bill Marcussen, BOS Representative, Faye Friedrich, Jeff Moody, John Lapolla, Members, Gene Kelley, Alternate.

**Members Absent:** Dusty Davies, Larry Gil, Members.

**Staff Present:** Lee Ann Keathley, Secretary.

*Chairman Ladd opened the meeting opened at 5:08 PM.*

*The Committee participated in the Pledge of Allegiance.*

**Consideration of Minutes**  
**December 3, 2015**

*The Committee tabled such.*

**Discussion Items**

**A. Lang Pond Road Improvements**

Ben Ladd stated the Town received NH DES approval for the proposed improvements to Lang Pond Road (approval date of 4/14/16 and valid through 4/14/2021). He stated the Town would enter into an agreement with Norway Plains Associates to perform inspections of the improvements.

The Committee reviewed the Request for Proposal and bid sheet for such.

Gene Kelley stated the Request for Proposal should include a Notice of Award date, the duration of the project (to be completed this year), Performance of Payment Bond, traffic control provisions during construction and questioned whether the bids would be treated equally by the BOS if contractors do not complete the project by the specified time frame.

John Lapolla recommended including the requirement of an insurance certificate.

Ben Ladd referenced contract documents from the Town of Madison for a road construction project; noting he feels the Request for Proposal is not complete. He stated Norway Plains Associates should review the Request for Proposal prior to advertising such.

The Committee noted that the perched beach is not clearly depicted on the plan provided by HE Bergeron and requested Staff to revise the Request for Proposal to include the Committee's recommendations.

**B. 2016 Work Plan**

The Committee agreed to focus its efforts on the construction of road improvements to Lang Pond Road. However, the Committee noted the importance of continued monitoring and cleaning of the Mirror Lake outlet and in addition, following the completion of the improvements to Lang Pond Road, the Committee would address improvements to the Mirror Lake boat launch.

**Other Business**

- Mirror Lake Watershed Committee meeting for May 19, 2016 at 5 PM at the Town Offices

**It was moved by John Lapolla and seconded by Jeff Moody to adjourn the May 11, 2016 Mirror Lake Watershed Committee meeting. All members voted in favor. The motion passed.**

*There being no further business before the Committee, the meeting adjourned at 5:52 PM.*

Respectfully Submitted,  
*Lee Ann Keathley*  
Lee Ann Keathley