

*Accepted*

Town Center Sewer Building Committee  
Meeting Minutes  
November 9, 2009

Old Library – Fireplace room  
Commenced at 1930, adjourned at 2100

In attendance were Tim Clark, Chris Ashley, Kenneth Harrod, Chris Pereira, Joseph Bibbo, Fran Yanuskiewicz (Weston & Sampson Engineers), Wayne Perry (Norfolk Ram).

The Committee accepted the minutes of the October 19, 2009 meeting.

Action Items from October 19, 2009 meeting

It was stated that the design costs will not be reimbursed under the SRF Program. T Clark will address the Selectman's Meeting to seek the funding mechanism.

Costs for Design/Construction management were provided by WSE/Norfolk Ram for discussion.

Discussions focused on the costs for the Proposed Scope of Services. WSE/Norfolk Ram had submitted the original scope of services with the associated fee structure itemized per work item. W. Perry presented the Wastewater Treatment Facility (WWTF) costs and F. Yanuskiewicz presented the Low Pressure Sanitary Sewer (LPSS) costs.

F. Yanuskiewicz stated that MEPA permitting will not be required. The remaining permitting tasks (Items 2 through 5) and associated cost relate to the LPSS. The Notice of Intent includes cost of preparing, submission and obtaining an Order of Conditions. There may be a cost savings if the Town can utilize the 2006 Release Inventory.

The cost to develop the final design of the WWTF is \$ 66,100.

The LPSS is approximately 8,000 linear feet, which requires borings every 300 linear feet, or approximately 24 soil borings. Ten (10) borings were previously performed. The scope includes two (2) additional days of borings. It was imperative that accurate data and mapping be incorporated in the final design. T. Clark to consult Pond Committee to take advantage of any existing data.

T. Clark to review status of funding with the Committee of Ways & Means (may not get acted on during January's session) The Town may need to involve James Eldridge.

To proceed within the current schedule, the priorities would be to authorize work items 6-10 and 12, roughly totaling \$ 15,000 for the WWTF. These work items relate to preliminary design and meeting with MADEP. It was believed that proceeding with these work items would demonstrate the Town's commitment to address the issues with the WWTF. Regarding the LPSS, work items 20 – 23, roughly

totaling \$ 20,000, are the priority. These work tasks relate to "field work" component of the LPSS design.

The Committee moved to authorize the selectman to request the full proposed amount of \$ 151,200

There was a motion to accept the Scope of Services, dated October 09, 2009 prepared by WSE/Norfolk Ram, subject to the availability of funds

Action Items for Norfolk Ram / Weston & Sampson Engineers.

- Prepare "Draft" Contract. Work Items can be combined to simplify the Contract
- F. Yanuskiewicz to contact SRF administrator's to gauge the Town's submittal
- T. Clark to consult Lorraine Leonard for funding options/alternatives
- C. Ashley to present WSE/Norfolk Ram Contract/Proposal to Board of Selectman.

Next Meeting scheduled for December 7, 2009 at 1930