

**WATER RESOURCES COMMITTEE
TOWN HALL
Meeting Minutes ~ January 3, 2005**

Members in attendance: Dave Irwin, Chair; Mike Blanchard, Mark Bornheim; Malcolm Brown; Tom Burns; Bob Hunter; Rick Mattila; Chris McCabe, Town Manager; Joan Meschino, Selectman; Ed Petrilak.

Also in attendance: Carol Rego, CDM; Adam Yanulis, CDM; Ed O'Brien, Consultant for RW Beck.

Meeting called to order by Chair at 7:15 p.m.

Approval of Minutes: None.

Minutes for four prior meetings were distributed to WRC for review for approval at next meeting.

Public Input: None.

Chairman's Topics:

E. Petrilak reported that executive session cannot be used to review RFQ submissions because no relevant exception exists. Cannot go into executive session even to discussion negotiating strategy with potential consultant. Town Counsel provided guidelines and pertinent information regarding committee participation. Town Counsel will attend February 7, 2005 meeting to advise WRC regarding RFP process and rules regarding retention of a consultant.

The Chair suggested that the WRC go on a site(s) visit. Six (6) sites have been tentatively identified: old aquarium; land at foot of Rockland House Road; Warrick Mansion; Hull Light Plant; Hull Sewer Plant; Dust Bowl. The WRC briefly discussed and disregarded a seventh suggested site at the lagoon by Mariners' Park. The Chair suggested that the WRC narrow the list to at least three (3). January 15th at 9:30 was tentatively scheduled for the WRC to meet at the old aquarium building (former Charter School).

E. Petrilak reported that he has been contacted by an attorney for one of the potential consultant.
E. Petrilak put the attorney in contact with Town Counsel.

The RFQ sought qualifications as opposed to ask for rates. The WRC hoped to get 'free information' from respondents and members expressed disappointment at the generic responses.

J. Meschino questioned the WRC's ability to write the RFP itself and expressed concern that even at the point of hiring a consultant that the WRC would need help articulating the scope of work and creating a comprehensive document. The committee discussed the merits of hiring an owner's engineer.

R. Mattila joined the meeting.

E. O'Brien suggested that it would be better for the Town to have an owner's representative to protect the interests of the Town. The RFQ was not targeted to that. Without an owner's rep, the Town has just a contract. The RFQ was not a proposal by consultants – it was just a window into the company at a high level.

A. Yanulis stated that the WRC could hire someone right not to handle the project soup to nuts based on what information the WRC received through the RFQ. The notion of an owner's rep is a good one to facilitate concepts, what is needed in an RFP for a project of this magnitude. We 'need a consultant yesterday' to review sites and to give direction. Hull has a landmark opportunity. He suggested that we hire an individual. It could be someone from a consulting firm that did not respond to the RFQ. He suggested that the committee spend a Saturday with someone to facilitate the WRC's goals. It would be about a days worth of work.

Town Manager suggested that each member write down what he/she perceives as the objectives and goals of the WRC and bring it to the next meeting.

E. Petrilak suggested that the WRC brainstorm at the next meeting and work through each idea. An owner's representative or engineer could help define them.

C. Rego suggested that in her experience as a facilitator of such group discussions that the WRC (1) agree on a format, e.g. every idea be stated in the form of a question to facilitate the discussion, (2) agree on the number of items and (3) prioritize for yourself each item.

The WRC agreed that each member will come up with ten items for discussion at the next meeting on January 10, 2005. Each item will be stated in the form of a question and will be prioritized in our individual opinion. The WRC will compare by topic looking for overlaps first. Several facilitators were suggested. J. Meschino agreed to contact Jay Szklut.

M. Blanchard reported that he has begun researching potential demand for such water. This project is very much on the cutting edge. People intuit the need for future water supply but cannot quantify it. The Chair suggested that the committee be thinking larger than 2.5m

The WRC discussed the question of handling media inquiries. The Chair asked that members not speculate. If a member knows and is comfortable answering questions, fine. Otherwise refer inquiries to the Chair.

The Chair reported that the grant submitted by the Light Board and the UMass Renewable Energy was denied because the state ran out of money. The Light Board intends to reapply and will seek some WRC input.

New Business: None.

Old Business: None

Next meeting: January 10, 2005 at 7:00 at Town Hall.

MOTION by J. Meschino, second by R. Hunter, to adjourn meeting. **APPROVED**, unanimously.

8:40 p.m. meeting adjourned.

Approved: _____