

TRI TOWN BOARD  
of Water Commissioners  
Braintree, Holbrook, Randolph

MINUTES

June 11, 2019

Present: Joseph C. Sullivan, Chair, Town of Braintree, Bill Alexopolous, Town of Randolph, Tim Gordon, Town of Holbrook.

In attendance: John Caruso, Rich Donovan, Lou Dutton, Paul Gabriel, Helen Gordon, Michelle Mochnoc Higgins, Brian Howard, Robyn LaFrance, Peter Mello, Keith Nastasia, Chris Pellitteri, Tom Reynolds, Lorraine See, Janine Smith, Ed Spellman, Nicole Taub, Mike Walsh.

Mayor Sullivan opened the meeting at 2:20pm. The minutes of the May 29, 2019 meeting were reviewed and accepted.

MOTION: by Tim Gordon  
SECOND: by Bill Alexopolous  
VOTE: unanimous

Mayor Sullivan reported that the Board received a memo from Lorraine See and a letter from Mike Walsh CDM Smith. He asked Lorraine See to summarize the information in the memo first, and then he would ask Mike Walsh to do the same.

Lorraine See explained the procurement process and confirmed that the Tri Town Water Treatment Plant is subject to the designer selection law. She shared some information from the Attorney General's office. Lorraine discussed an exemption that applies to buildings that are appurtenant to a water supply and are exempt from the Designer Selection Law. The Tri Town Water Treatment project does not fit the criteria.

Mayor Sullivan asked if there were any questions and there were none. Mayor asked Lorraine See if the Tri Town board was supposed to do an RFQ ten years ago. There was some brief discussion about the selection process of CDM Smith in 2007 and how it came to be. Mike Walsh clarified the background stating that originally there was an RFQ for a new treatment plant for Braintree and it evolved into becoming a three community project. At the time, the Tri Town Board was not functioning. Lou Dutton stated that Braintree did a Pilot Study and put out the RFQ for Braintree, and after that the Tri Town Board .

Mayor Sullivan asked Mike Walsh to summarize the correspondence to the Board from CDM Smith. Mike discussed some of the highlights of the letter. Mike Walsh also clarified the state law and quoted part of the law “concerning appurtenant buildings or structures which are required to be constructed as integral parts of the development of sewer, water and highway systems shall not be subject to the designer selection law”.

Mayor Sullivan asked if there were any questions. Tim Gordon asked Environmental Partners as OPM to offer a professional opinion on a realistic timeline for completing an 80% design, and specifically if it is doable by October. Paul Gabriel and Helen Gordon explained that the state was clear at the May 29 meeting that the Board needs to submit something substantial by the October deadline. Helen Gordon said it would be a challenge.

There was some discussion concerning the timeline and Mayor asked how long exactly the procurement process would take. Helen Gordon explained that Environmental Partners (EP) would develop the package, advertise it for two weeks, next there would need to be a review process and comparison of submissions to a set of criteria. All of this could take approximately six (6) weeks. Following this, the Board would select a qualified firm and then EP will work to negotiate a fee. Helen Gordon and Paul Gabriel explained that there needs to be a review process before submitting to the state.

Michele Higgins MassDEP explained that Tri Town needs to submit the certified appropriation for the entire sum by June 30, 2019 if it intends to stay on the IUP list for this year. Bill Alexopoulos confirmed that Randolph is ready. Tim Gordon responded saying that it would not be possible for Holbrook. Mayor Sullivan said that if it was acceptable, Braintree could pledge Holbrook’s portion. Janine Smith confirmed that Randolph cannot pay more than its 34% share. There was some discussion by the Board and the finance directors representing the three communities, and the Board asked for an OPM opinion.

Helen Gordon raised some concern about designing the water treatment plant in a three month timeframe and made the recommendation to allow more time and not rush the process. Mayor Sullivan asked if there were any further questions and there were none.

VOTE: For the Tri Town Board to conduct an RFQ process to hire a design firm for the Tri Town Water Treatment Plant in accordance with M.G.L. c.7C, §§44-57 and to receive submissions no later than Friday, July 12, 2019 by 2:00 PM.

MOTION: by Tim Gordon  
SECOND: by Bill Alexopoulos  
VOTE: unanimous

Helen Gordon stated that EP would create the package and advertise it. Helen also stated that the Board would need to form a review team who would be tasked with drafting a set of criteria to review and comment on the submissions. Helen Gordon and Paul Gabriel will plan to open the bids and review each one at 3:00 PM on July 12, 2019 and interview finalists on July 24, 2019.

Tim Gordon, Bill Alexopoulos and Mayor Sullivan discussed and appointed their respective representatives:

Braintree: Jim Arsenault and Lou Dutton

Holbrook: Chris Pellitteri and Tim Gordon

Randolph: Keith Nastasia and Brian Howard

There was a motion to adjourn the meeting at 3:05 pm by Mayor Sullivan and seconded by Bill Alexopolous. The next meeting is scheduled for July 16, 2019 at 1:00 pm at Braintree Town Hall. The agenda will include an update on the legislation by Nicole Taub and Peter Mello.

Respectfully submitted,

Robyn LaFrance

Recording Secretary