

TRI TOWN BOARD  
Of Water Commissioners  
Braintree, Holbrook, Randolph  
Braintree Town Hall

MINUTES

April 30, 2018

Present: Joseph Sullivan, Chair, Town of Braintree; Richard Brewer, Town of Randolph; Tim Gordon, Town of Holbrook.

In attendance: Rick Anderson, Jim Arsenault, Mike Carroll, John Caruso, Lou Dutton, Ben Fehan, Jeffrey Fournier, Helen Gordon, Bob Jarnis, Daniel Lee, Barbara Mello, Ed Spellman, Kelly Taylor, Mike Walsh, Robyn LaFrance.

Mayor Sullivan opened the meeting at 10:05 am and he noted that there will be a presentation by Hill International for OPM Services for the Tri Town Water Treatment Plant. Mayor Sullivan explained that the Board will not vote at this meeting but will take the information under advisement for consideration and the Board will vote at a May meeting.

The minutes of the March 6, 2018 meeting were reviewed and accepted as presented.

MOTION: by Rich Brewer to accept the minutes of March 6, 2018

SECOND: by Tim Gordon

VOTE: Unanimous

**Presentation by Hill International for OPM Services for Water Treatment Plant:** Mike Carroll

- Mike Carroll, Project Executive, gave an overview of the Hill International/Woodard & Curran team and he discussed the team organization, the company background and its experience. He described recent projects that the company has completed. Copies of the presentation were provided to board members.
- Mike Carroll explained that Woodard & Curran provide the subject matter expertise.
- Mike Carroll explained that he reports to Joe Naughton, Principal-in-Charge/Project Director.
- Rick Anderson, Project Manager/Site Manager, Construction Phase, presented and discussed the Project Controls System. He explained that the team has over 36 years of experience in tech driven projects, and noted that he and others on the team possess public process and procurement laws experience and have had extensive training.
- There was discussion of project elements, OPM skills and project management skills.
- Bob Jarnis presented on the Representative Pilot Study, and discussed relevant water treatment plant experience.
- Jeffrey Fournier presented and discussed Water Treatment Plant O & M experience. Jeff explained his background, his current work with the Town of Ashland, and mentioned articles he has written and various awards received. He talked about the technology they have to work with.
- Discussed the experience that Woodard & Curran will bring to the Tri Town project.

- Mike Carroll summarized the presentation by reiterating Hill International's world class expertise and he asked if there were any questions.
- Mayor Sullivan asked if there was anything in particular they look for to expedite the project. Bob Jarnis talked about one area in particular that can be expedited. Rick Anderson commented further on expediting a project.
- Mayor Sullivan asked Jeff Fournier if the Town of Ashland is getting a fee for hosting. Jeff replied yes, and briefly explained.
- Rich Brewer thanked the group for a good presentation and the amount of information they provided.
- Mike Carroll described the UMass Dartmouth project and said it was completed \$2 million under budget and he talked about the sea water research project and the UMass building construction team. This concluded the questions and the presentation. Mayor thanked the Hill team and all members departed except Mike Carroll.

**SRF Funding Status:** Kelly Taylor, SRF Project Engineer, Massachusetts Department of Environmental Protection

- Kelly Taylor explained that she attended the last Tri Town meeting to observe the meeting and learn out how close the board is to funding. A hand-out was provided on Steps to Completing the SRF Loan Process.
- Mayor Sullivan said that financial underpinnings need to be done their due diligence. Mayor explained that the Tri Town cost breakdown is 50% Braintree and 50% Holbrook and Randolph shared 16% Holbrook and 34% Randolph.
- Tim Gordon explained that the Holbrook Town Meeting is May 9 and there will be an article to authorize borrowing for the Tri Town water treatment plant.
- Kelly Taylor said should there be an issue with appropriation or after selecting an OPM they are not obligated to move forward and said that Tri Town can get on the 2019 list.
- Kelly explained that it isn't necessary to wait until the deadline to apply for the Intended Use Plan (IUP). She said the Board must have the appropriation submitted by June 30, 2018, and the loan package submitted by October 15, 2018. The initial funding should be enough to cover what is put out to bid this year.
- Tim Gordon wanted to clarify and confirm that the loan can only be used for construction oversight and construction and does not cover design. It was explained that Tri Town is aiming to break ground next spring.
- There were no more questions for Kelly Taylor.

**Progress Report on Great Pond Dam Repair Project:** Ben Fehan

- Mayor Sullivan acknowledged that the Board receives Ben's monthly summary reports of the on-site activities of D & C Construction on the dam safety improvements.
- Ben Fehan explained that the road will be paved in the near future and he will notify the Board when it's time to visit the site.
- Ben Fehan noted that he has not received a copy of the change order that was voted on by the Board in December. Barbara Mello responded that she will provide it to him.
- Jim Arsenault explained that approximately \$5300 is the final estimate for Ben Fehan's service. He noted that this was originally \$5000 but will be slightly higher. Mayor Sullivan noted that the

Board can't vote on this until it has the exact amount to be paid. Mayor Sullivan said that the Town of Braintree agreed to pay the overage and not the Tri Town Board.

**Security Camera proposal for Richardi Reservoir/Netwatch: Lou Dutton**

- Lou Dutton explained that BELD recommends Netwatch as the Richardi Reservoir security camera solution and the proposal was provided for the Board's review. He noted that this company is less costly but it comes with an annual fee.
- Jim Arsenault described the real time coverage from Netwatch. He explained that the wireless goes to Netwatch and if police need to be notified, Netwatch will contact the police directly. He said that BELD has an existing relationship with this company and it is a good experience.
- Mayor Sullivan had questions concerning Netwatch and questions regarding procurement. He also commented on BELD and fiber optic. Mayor suggested that the Board review Option #3.
- Mayor said the one time capital and a lease agreement was not attractive to him and he asked for feedback from the other board members. There was none.

**Other:**

- Lou Dutton reported that the upper reservoir is due for a two year Dam inspection and that the cost will be \$5,000.

The next meeting was scheduled for May 21 at 9:30am -11 am at Braintree Town Hall.

MOTION: by Tim Gordon to adjourn the meeting at 11:10 am

SECOND: by Rich Brewer

VOTE: Unanimous

Respectfully submitted

Robyn LaFrance

Recording Secretary