

1 **DRAFT**

2 PUBLIC UTILITIES COMMISSION

3 WALLINGFORD ELECTRIC DIVISION

4 100 JOHN STREET

5 WALLINGFORD, CT

6 Tuesday, February 19, 2019

7 6:30 p.m.

8 **MINUTES**

9 **PRESENT:** Chair Robert Beaumont; Commissioner Joel Rinebold; Director Richard Hendershot;
10 Electric Division General Manager Tony Buccheri; Office Manager Tom Sullivan; Water and
11 Sewer Divisions General Manager Neil Amwake; Office Manager William Phelan; Recording
12 Secretary Cynthia Kleist; Public: Mayor William Dickinson; Raymond Billings; Steve Gale.

13 **1. Call to Order – 6:30 p.m. and Pledge of Allegiance**

14 **2. CONSENT AGENDA**

15 Consider and approve Minutes of February 5, 2019

16 Motion to approve Consent Items

17 Made by: Rinebold

18 Seconded by: Beaumont

19 Vote: 2 ayes

20 **3. Items Removed from Consent Agenda – None**

21 **4. Discussion and Action: Approval of the Director's Report for the Month of January 2019**

22 **Mr. Rinebold made a motion to approve the Director's Report for the Month of**
23 **January 2019. Mr. Beaumont seconded the motion**

24 **DIRECTOR'S OFFICE/DEPARTMENT-WIDE**

25 Mr. Hendershot reported that during the month he prepared for and participated in arbitration
26 proceedings regarding the UPSEU-16 Water Unit CBA. He noted two more hearing dates are
27 scheduled in February and March, but stated the March date may not be necessary. Mr.
28 Hendershot said he attended the State of the Town addresses in both Wallingford and North
29 Branford.

30 **ELECTRIC DIVISION**

31 Office Building Review

TOWN OF
WALLINGFORD
FEB 25 2019
DEPARTMENT OF
PUBLIC UTILITIES

1 Mr. Hendershot said the bid for producing a "plan" for a re-organized WED office building was
2 awarded to Silver Petrucelli & Associates. He said a project kick-off meeting will take place later
3 in the month.

4 Wallingford Renewable Energy ("WRE") Solar-PV Interconnection

5 Mr. Hendershot reported WRE has submitted its Development and Management Plan to the CT
6 Siting Council. He noted that WRE continues to expect to begin construction activity in late
7 March; WED has begun to install new overhead conductors needed to interconnect the WRE
8 site with the WED system; the Draft Regional System Impact Study was received from ISO-
9 NEW on January 31, 2019; WED has reviewed and provided comments.

10 Mr. Hendershot said service work in January included eight new services; 13 service changes
11 and no retired services; street light work included 66 LED street light conversions and 8
12 streetlight repairs; to date, 1,395 LED streetlights have been installed, with 3,240 HPS
13 streetlights remaining to be replaced.

14 Personnel

15 Mr. Hendershot said the part-time Account Clerk started February 11 and will work mornings;
16 The Division awaits candidate lists for the vacant Distribution Superintendent and System
17 Operator positions.

18 Electric System Metrics

19 Mr. Hendershot said system input for January totaled 54,804 MWhrs, a decrease of 3.2% from
20 January 2018; Maximum system demand for January was 101 MW, an increase of 0.7% from
21 the January 2018 peak. He noted there was a bit of cold weather in January, but not enough to
22 make up the sales difference; Average System Availability Index for January was computed at
23 99.998%. He noted the other values for the other tracked indices. He said Mr. Buccheri
24 prepared graphs which are now included in the General Manager's Report.

25 December Wholesale Power Supply

26 Mr. Hendershot noted that in December, 92.6% of the WED's total energy was hedged which
27 was below the forecasted hedging level for December of 93.3%

28 WED's all-in purchased power costs per MWh:

29 December actual = \$93.16 which compares favorably to the 18/19 budget forecast from slightly
30 over a year ago of \$105.57 as well as the then prevailing six-month PCA forecast of \$102.67.

31 WED's generation cost

32 Average cost for hedged volume = \$50.07

1 Average cost for total volume = \$48.55

2 Mr. Rinebold asked about the small cell equipment on our poles and where this is going. Mr.
3 Buccheri said outside counsel had to be hired to review the contract. He said he received and
4 reviewed their comments last week and will meet with WED Ed Rizzo, Chief Engineer, on
5 Wednesday. He said this will then be sent to AT&T and hopes there won't be major changes.
6 Mr. Buccheri said WED mimics what the larger utilities established and put into place. He said
7 he met with them in early January with Mayor Dickinson.

8 He noted that Mr. Hendershot also attended this meeting. Mr. Hendershot said there are
9 approximately 9 or 10 small cells that will be installed. Mr. Buccheri said that all but one
10 location is on poles which is a stub pole or a streetlight pole. He said WED will come up with
11 standards on whether or not we allow AT&T to install above our gain. Mr. Hendershot said the
12 locations are up and down Colony Road. Mr. Rinebold said he was glad WED was on top of this;
13 he said this could represent an opportunity for shared revenue, but could also represent a
14 burden where WED needs to be careful (overuse of our poles). Mr. Buccheri said AT&T is
15 cognizant of knowing they have to pay if pole replacement is required.

16 On page 4-4 of Mr. Buccheri's Monthly Report for January, Chair Beaumont asked about the
17 expansion of 51 John Street into 228 East Street. Mr. Buccheri said this was approved. On page
18 4-30 non-operating revenues and expenses, Chair Beaumont asked about Interest Expense and
19 asked if this was Pierce and Microgen. Mr. Sullivan said this is customer deposits.

20 **WATER DIVISION**

21 Mr. Hendershot reported that Water Division crews repaired three water main breaks and one
22 service leak during January.

23 Water Main Replacements

24 Mr. Hendershot said regarding Contract 36, which includes water main replacements along
25 Bonnie CT; Hamlin Ave; Pond Hill Rd; Wallace Street and Ward St. Ext. has begun and Division
26 staff has begun to locate, repair, and/or adjust valve boxes in advance of this work beginning
27 during the 2019 construction season.

28 Mr. Hendershot noted the Division coordinated with Public Works to abandon water service
29 connections at three Town-owned buildings slated for demolition. Chair Beaumont said the
30 demolition has begun on Washington Street. Work has begun on installing a new flow meter to
31 measure water production at the Pistapaug Water Treatment Plant.

32 Personnel

1 During January, a new Water Treatment and Pumping Operator II was identified and will begin
2 work March 4; interviews of candidates for the two Maintainer I vacancies are ongoing; the
3 posting of the vacant Water Quality Inspector position closed in early February.

4 Water Division Metrics

5 Mr. Hendershot noted that water production for January totaled 94.24 million gallons, a
6 decrease of 3.3% from January 2018; reservoir storage at month's end was 85.7% of total
7 effective impoundment which he said was essentially equal to the historical average for
8 January; precipitation for the month was 4.5 inches which is 0.5 inches above the historical
9 average for January.

10 Mr. Rinebold noted that Mr. Amwake satisfactorily responded to his question regarding effective
11 storage in the flash boards. Mr. Amwake pointed out that effective storage goes all the way to
12 the top of the flash boards. He said we are not going to go above 93% or 94%. Chair
13 Beaumont asked on page 4-102, Operations and Maintenance. He asked about the cross
14 connection inspections. Mr. Amwake said this could be commercial, industrial or institutional
15 and is done to ensure there is no back siphoning into the water distribution system.

16 **WASTEWATER DIVISION**

17 Mr. Hendershot pointed out Division staff responded to and resolved a total of 19 WWTP
18 alarms, collection system trouble calls and vehicle issues during January.

19 WWTP Facility Plan Phosphorus Treatment Plant Project

20 Mr. Hendershot noted that Mr. Amwake will provide a real-time update later on in the evening.
21 He noted the project was presented to Planning and Zoning and was approved at the Feb. 11
22 meeting.

23 He noted that during January, the collection system staff televised 11, 357 linear feet of sewer
24 main and flushed 1,894 feet of sewer.

25 Personnel

26 Mr. Hendershot said a conditional offer has been made to a preferred candidate for the
27 Laboratory Technician position. Mr. Amwake noted that a conditional offer has been accepted
28 for the Account Clerk position as of Tuesday, Feb. 19. Mr. Hendershot said a new Attendant III
29 began work on Feb. 19, and an offer and acceptance was made on Feb. 19 for the Attendant I
30 position.

31 Wastewater Division Metrics

32 Mr. Hendershot said at the Treatment Plant, the average daily flow during January was 6.5
33 MGD, a 54% increase from January 2018. Mr. Amwake said this was the result of a lot of rain.

1 Mr. Hendershot said the 12-month rolling average daily flow is 6.4 MGD, below the 90% permit
2 threshold of 7.2 MGD; nitrogen discharge for the month averaged 777 pounds per day. This
3 amount is above the January 2018 discharge rate of 517 pounds per day, as well as the permit
4 level of 269 pounds per day.

5 Private Side I/I Mitigation Program

6 Mr. Hendershot said during January, Division staff conducted 60 inspections which identified
7 four connections. Also during the month, seven issues were corrected. Since inception, the I/I
8 program has conducted 1,382 inspections, identified 171 connections and corrected 101.

9 Mr. Rinebold asked Mr. Amwake his thoughts looking forward for the I/I program. He asked if
10 the same pace was being maintained for identification of issues and corrections and was he
11 looking to increase the pace. Mr. Amwake said the pace, in regards to the number of
12 performed, will maintain the same. He noted as we move towards the downtown district,
13 additional issues will be found. He said the question is how they are mitigated and corrected.
14 He noted that eventually, the storm drainage system will have to be looked into because this
15 issue may propagate from a purely sanitary sewer issue to a stormwater capacity issue.

16 Chair Beaumont asked on page 4-102 about two of the trouble calls which were determined to
17 be Health Department issues. Mr. Amwake explained that on January 3, the Division received a
18 call regarding an odor coming from a storm drain. He said a Sewer Division crew was
19 dispatched and then the Health Dept. was notified internally based on what the WSD crew
20 observed. He also noted that on Jan. 17, there was ice on the road and a call was received, and
21 went directly to the Sewer Division and once we saw there was ice on the road, the Health
22 Dept. was contacted as well as the Public Works Dept. Mr. Amwake said he believed this issue
23 was a broken sewer lateral that was discharging wastewater, which was then freezing on the
24 ground.

25 **Vote: 2 ayes**

26 **PUBLIC QUESTION AND ANSWER PERIOD – 6:59 p.m. – NO QUESTIONS – CLOSED**
27 **AT 6:59 p.m.**

28 **ELECTRIC**

29 5. Discussion and Action: Budget Amendment – Account 598- Distribution Maintenance –
30 Misc. Distribution/Environmental

31 Mr. Buccheri explained this was for additional funding of \$49,000 for the account which covers
32 all the spill dollars for oil testing and disposal. He said the account has been impacted by the
33 costs incurred connected with the January ice storm and higher than expected costs year-to-
34 date resulting from more extensive remediation work needed to comply with the State of CT
35 DEEP regulations and oversight. He noted in Mr. Sullivan’s memo, that based upon a review of

1 the activity to date and projections for the balance of the fiscal year, it is estimated that the
2 Division will need another \$49,000 for FY 2018/2019.

3 Mr. Rinebold asked if some of the older transformers have PCB's. Mr. Hendershot said he was
4 certain there were no more PCB's left in the system.

5 **Mr. Rinebold made a motion for reasons stated in Mr. Sullivan's Feb. 13 memo, to**
6 **transfer \$49,000 from retained earnings to Account #598. Mr. Beaumont seconded**
7 **the motion.**

8 **Vote: 3 ayes**

9 6. Review of Electric Division Disbursements for the Month of January 2019- **Discussion**
10 **only – No action taken.**

11 Mr. Rinebold asked on page 6.1 – McCarter English, under "clearing general expenses". Mr.
12 Hendershot said this is a billable account and is work associated with reviewing a new large
13 generator interconnection agreement with Wallingford Energy LLC, the people who operate
14 the seven unit power plant. He said they are doing some minor changes to the units that
15 will affect the agreed to output of the machines. Mr. Rinebold asked on page 6-2, a lot of
16 automotive parts and asked if this was normal wear and tear. Mr. Amwake said there are
17 similar charges in both the Water and Sewer Divisions. He explained that when a car,
18 vehicle or truck goes down to the Wastewater Treatment Plant garage, the parts are
19 ordered as needed.

20 On page 3, "Other Purchased Power Expenses and Supplies", Mr. Rinebold asked about the
21 two energy initiatives, and if this was normal payments for the consulting services. Mr.
22 Hendershot said the holidays delayed the processing of one of these payments. On page 4,
23 on "Underground Line Expense Supplies" a line item for "Call Before You Dig" Mr.
24 Hendershot said this is the Electric Division's share of half of a year for this program. On
25 page 6-6, "Customer Collection and Expense" Mr. Rinebold noted the N. Harris Computer
26 Company for \$46,000. Mr. Buccheri said this is for annual maintenance of the Division's
27 Customer Information System. Mr. Rinebold asked what the annual maintenance was. Chair
28 Beaumont said this was licensing agreement. Mr. Sullivan said this is the customer
29 information system. Mr. Hendershot said part of what this does is customer billing system.
30 Chair Beaumont said this is the business operation end of this. Mr. Hendershot said this is
31 all about customers and is not MUNIS.

32 On page 6-7, Mr. Rinebold asked about "Cammarata Government Affairs" and asked if this
33 was the annual cost. He was told this is the monthly cost and is paid for 12 months. On
34 page 6-1, Chair Beaumont asked about inventory supplies for tires for approximately
35 \$40,000. Mr. Buccheri said this was a false description and is actually for reels of cable and
36 wire.

1 **NO ACTION-DISCUSSION ONLY**

2 Chair Beaumont waived Article 1, Section 1 to add the Raymond Billings billing issue to the
3 agenda.

4 **Mr. Rinebold made a motion to waive Article 1, Section 1, to add the Raymond**
5 **Billings billing issue to the agenda. Mr. Beaumont seconded the motion**

6 **Vote: 2 ayes**

7 **7a. Raymond Billings – billing issue**

8 Chair Beaumont said the PUC had no information on this issue. Mr. Billings said he as a
9 landlord if a unit is vacant more than six months is required to have an electrical re-
10 inspection. He said in five months, he had the electrical turned on for about one week. Mr.
11 Hendershot noted Mr. Billings has a rental property at 50 Washington Street, and the power
12 had been shut off for approximately five months. Mr. Hendershot said Mr. Billings requested
13 the power be reinstated in his name and after a week, have the power disconnected to
14 reset the clock so it wouldn't have to be re-inspected by the Electrical Inspector.

15 Mr. Billings said he assumed this had been taken care of and turned on. He said he knew
16 the electrical was turned on because he had checked it, but didn't check to see if the
17 electrical had been turned off. He said he received a bill for another month's worth of
18 electricity. He said he came down to the Electric Division and spoke to a staff member who
19 told him she couldn't do anything and he would have to go to the PUC. Mr. Billings noted
20 while at the Electric Division, he did make arrangements to have the electricity turned off
21 which was done. Mr. Hendershot noted that Mr. Billings only wanted service for a week,
22 but ended up getting service for two cycles. Mr. Sullivan said there will be a third monthly
23 bill, partial for the first month, the full bill and a partial for the final bill through Feb. 1 when
24 the electrical was shut off. Mr. Billings said he was requesting a credit for the month and
25 part of the month up until the service was shut off. Mr. Hendershot asked if there was any
26 usage. Mr. Sullivan said one KWh was used during the first month which Mr. Billings paid
27 for.

28 Mr. Hendershot said the issue here is the full months service charge and a subsequent
29 partial one. Mr. Sullivan said there is a subsequent partial one and the first bill will be a few
30 days of service charge. Mr. Hendershot said the dollar value of relief wouldn't be more than
31 two customer charges. Mr. Sullivan, who said this was residential, noted the bill would be
32 \$18.90 for one monthly bill and the next bill will be approximately half of this. Mr.
33 Hendershot noted this number falls very much within the limits for our policy of making
34 adjustments for staff. Mr. Hendershot said we don't need PUC action, noting the General
35 Manager or himself can handle this. He said it is clear Mr. Billings will receive relief. He
36 noted this is the type of adjustment the policy is designed for.

1 **NO PUC ACTION REQUIRED-STAFF WILL RESOLVE THIS ISSUE**

2 **WATER/SEWER**

3 **7. Review of Water/Sewer Division Disbursements for the Month of January 2019**

4 Mr. Rinebold noted the cost associated with sludge management and assumed with our new
5 upgrades this may be reduced in the future. Mr. Amwake said the opposite would occur, there
6 would be more solids. **NO ACTION – DISCUSSION ONLY**

7 **8. Discussion and Action: Sewer - Budget Amendment – Financial Forecast, Retail Cost of**
8 **Service and Recommended Retail Rates**

9 Mr. Amwake said this has been discussed for a while and noted this was budgeted in FY 18/19
10 budget. He said the Sewer Division wanted an outside expert more than 50 miles away from
11 Wallingford to take a look at our financial forecast, our retail cost-of-service and our
12 recommended sewer rates for the Sewer Division. He said he and Mr. Phelan put together a
13 scope of services, put this out to bid and reached out to approximately six firms ourselves to
14 generate interest and were surprised when there was only two respondents. He said there was
15 Part A, the qualitative aspect. Mr. Amwake said there were three people were on the review
16 team; himself, Mr. Phelan and Larry Regan. He said the two firms were scored, and then the
17 scores were given to the Bureau of Purchases and based upon the calculated composite scores,
18 the Municipal & Financial Services Group (MFSG) of Annapolis, MD was the most responsible
19 and responsive bidder with a bid price of \$58,990.

20 Mr. Amwake noted \$40,000 was budget in the FY 18/19 budget, but the Sewer Division is now
21 requesting a budget amendment to increase the Outside Services Employed Account by
22 \$20,000 with a corresponding increase to the Appropriation from Cash (Retained Earnings) of
23 the Sewer Division’s budget.

24 Mr. Rinebold asked for a sense of the duration of services. Mr. Rinebold said the extent will be
25 seven or eight weeks. Mr. Phelan clarified this will be seven or eight weeks from the date of the
26 purchase order. Mr. Amwake said this is a very structured approach. Mr. Hendershot said this
27 will involve labor costs, material costs and energy costs. He said there will also be knowledge of
28 phosphorus costs which amounts to a debt service which begins in the third quarter of calendar
29 year 2022 which will be factored in. He said this has been done in the Electric Division three
30 times over a fifteen-year period. Mr. Hendershot said this company will ask staff for a projection
31 of growth. Mr. Amwake said they will also ask for the financial requirements are; what the
32 demand forecast is, what our cost of service is. He said the Division was very content with their
33 approach. Mr. Phelan said the forecast will include our estimates of the phosphorus upgrades
34 through FY 2023/2024. Mr. Rinebold asked if this would include the optional nitrogen removal
35 which were discussed.

1 Mr. Phelan said we will probably rely on our Facility Plan that was recently approved by DEEP as
2 a guide to determine what our Capital Improvements will be over the next five years, which he
3 noted is a very comprehensive plan and should have all the Division's needs for the next 10 to
4 20 years, capital and operational included. Mr. Rinebold noted the budget was for \$40,000 and
5 the bid came in at \$58,990 and it was the low bid and this bidder was scored the highest. Mr.
6 Phelan said the award is for \$58,990 is the full amount of the award, but this doesn't mean this
7 is what will be spent. He explained that the Purchasing Dept. is requiring the Division to
8 authorize the full amount including the lump sum for the cost of service study, and then an
9 additional amount in the event we do ask for additional services. He said right now, the total
10 cost of the project in the lump sum is \$48,500 and \$40,000 was budgeted. Mr. Phelan said
11 because of the purchasing requirement, we are now including additional sums we may or may
12 not use.

13 Mr. Rinebold said he was concerned about rate impact with some of the upgrades and said we
14 need to get this information. He said he wasn't happy this was costing us \$20,000 more than
15 was budgeted but it looks like all the right reconnaissance was done. He said he wasn't
16 unhappy with the high score and the low cost. Mr. Hendershot said he also reviewed the
17 proposals and liked this company better. He noted an analysis model is left behind once this
18 company is done.

19 **Mr. Rinebold made a motion for reasons stated in the Feb. 13, 2019 memo including**
20 **an attachment for public bid 18-081, to move \$20,000 from retained earnings to**
21 **outside service 46100923. Mr. Beaumont seconded the motion**

22 Mayor Dickinson said he was concerned about assumptions we make. He wondered if this
23 becomes part of the rate study, will we be indicating exactly what we expect as the cost of the
24 phosphorus upgrades to be and what would this do to potential bidders. He said when one is
25 adopting rates which specify handling a given amount; it is one thing to estimate but doesn't tie
26 to actual funding. He noting this is tied to funding because rates will be affected. He said this is
27 no different than operational costs. Mr. Hendershot said something has to be done otherwise
28 we couldn't plan more than one or two years in advance.

29 Mr. Hendershot said these are estimates noting we do electric rates four or five years out. Mr.
30 Dickinson said when he first became Mayor, there were issues with each annual budget, and
31 given the utility methods of accounting, the increases were put in the budget and when this
32 was realized, it wasn't done anymore. He said this has to be moved from retained earnings. Mr.
33 Phelan noted that when the study is being conducted, it is simply a tool the town can use and
34 doesn't necessarily mean those are the numbers. He explained some type of value has to be
35 used, and whether it is the correct number, doesn't necessarily mean when we get the study,
36 those are the rates we have to use. He said the rates are a tool and if the numbers change,
37 with the models provided by this company, we can modify.

1 Chair Beaumont noted the potential effect of any rate increases that would be brought to this
2 body, would be as early as this time in May or June. Mr. Amwake pointed out we have already
3 committed to no rate increases for FY 19/20. Chair Beaumont said we are not going to see this
4 in terms of implementing anything until 20/21 at the earliest. Mr. Hendershot said the absolute
5 earliest any change in rates which were suggested as a result of this study would be July of 20,
6 but more realistic, July of 21 but he noted it wouldn't be right to commit to this. Chair
7 Beaumont said the numbers aren't coming back to this body until sometime in 2020.

8 Mayor Dickinson said he was alerting everyone to the need for enough detailed information that
9 one could meaningfully vary. He noted this is not a boilerplate and is based on assumptions,
10 which may not be accurate. Mr. Amwake read information from the MFSG that the financial
11 model developed by MFSG during the Town's rate study, which will become the property of the
12 Town, enables the optimization of multiple independent variables that will define the financing
13 plan for Wallingford's sewer utility.

14 Mr. Amwake also read from MFSG that this financial model will provide instant feedback based
15 changes to key assumptions. He also read that the model developed for the Town by MFSG can
16 be used by Town staff to review the adequacy of rates and fees each year as part of the routine
17 budget cycle. He noted a live Microsoft Excel spreadsheet will be turned over to the Town by
18 MFSG. Mr. Phelan pointed out the biggest number we are talking about is the phosphorus
19 construction and we should have that number before this study is completed.

20 **Vote: 2 ayes**

21 9. Discussion: Update on WWTP Facility Plan/Phosphorus Treatment Project –
22 **DISCUSSION ONLY – NO ACTION TAKEN**

23 Mr. Amwake presented the update. He noted the full Facility Plan was approved by DEEP on
24 Jan. 25, 2019 and the Town Council passed a resolution regarding the 55% grant application
25 for the Facility Plan on Feb. 13, 2019. He noted the grant application is being assembled by
26 staff. He said this is separate from funding mechanisms for phosphorus design and
27 construction.

28 He said last Monday, the Planning & Zoning did approve the site and design plans with minor
29 conditions which were fully acceptable to the Sewer Division and AECOM. He noted one of the
30 approvals was to waive the front yard landscaping requirement since there isn't a front yard
31 and site lighting is to be signed off by Town Planner Kacie Hand. Mr. Amwake thanked Ms.
32 Hand for working with himself, AECOM, Erik Krueger, Sr. Engineer, Water and Sewer Divisions,
33 and staff to coordinate answering questions prior to the meeting. Mr. Hendershot also thanked
34 Ms. Hand and the PZC for moving this item up on the agenda. Chair Beaumont said he has
35 found Ms. Hand very easy to work with.

1 Regarding State Permit Approvals, Mr. Amwake noted that on Feb. 7, 2019, a DEEP Flood
2 Management Certification (FMC), application was submitted. He noted the Applicant is actually
3 DEEP themselves, not the Town, although the Town through AECOM, is responsible for
4 preparing the Flood Management Certification application for DEEP signature. Mr. Amwake went
5 through the design. He noted that plans and specifications were submitted to DEEP on January
6 18, 2019. He noted growing concerns with receiving DEEP approval that will allow for a
7 sufficient bid period (30 days minimum required by DEEP, though a minimum of 45 to 60 days
8 is preferred to allow bidders to refine their cost estimates) with a bid opening no later than
9 Thursday, May 9, 2019 to award the project by Friday, June 28, 2019 cognizant of the Town's
10 funding ordinance protocol and critical path timeline. He noted a July 11, 2018 memo by Mr.
11 Phelan which points out that last year we noted the funding ordinance protocol by the Town,
12 and need have to award this by June 30, 2019 which he pointed out is a Sunday.

13 He said this was backed up to Friday, June 28, 2019. He said one backs up all the steps in order
14 to meet this funding ordinance per the Town Charter which puts us at a bid opening of May 9,
15 2019 at 2 p.m. and this cannot be later. He noted the longer bidders have the better their
16 prices are, and if they have any questions, it allows us to respond with an addendum. He noted
17 DEEP has to review and approve all addendums. Mr. Amwake said there are growing concerns
18 about when we are going to get approval by DEEP, if there are any design questions by DEEP
19 staff, AECOM has to turn them around.

20 He noted our schedule is being compressed for both sides. Mr. Amwake stated that in order to
21 give ourselves 60 days for bidding, we would need the plans and specifications to be on the
22 street by March 9. Mr. Rinebold pointed out if we miss this, we potentially miss the opportunity
23 for the 50% grant funding for phosphorus. Mr. Amwake noted there are five communities which
24 have not bid their project yet.

25 Mayor Dickinson noted it is statutory about the 50% but there are no guarantees. He pointed
26 out if there is no money, there will be no grant. Mr. Rinebold asked the confidence level of
27 getting the 50% grant, even if the deadlines are met. Mr. Amwake noted we are in DEEP's
28 budget. He noted some of this is Federal dollars.

29 Mr. Amwake said they continue to polish the design across disciplines, including layout,
30 mechanical, electrical, structural, treatment processes, UV disinfection, etc., prior to issuing the
31 bid documents; continue to develop formal responses to the value engineering (VE)
32 recommendations; energy consultant and independent cost estimating ongoing. Mr. Rinebold
33 asked the comfort level for Value Engineering to try to firm up some of these costs. Mr.
34 Amwake said with VE we went through all their proposals. He said we took what we wanted
35 and incorporated it into the design.

36 Mayor Dickinson noted on the DEEP side, we are not the only one, they have seen multiples of
37 this and what is involved with phosphorus removal. Mr. Amwake said it is a little bit of staff and

1 what they are looking at. He said there is a mound of DEEP paperwork that has to go into the
2 contract.

3 UPDATE CONCLUDED.

4 **REPORTS & COMMISSIONS – NONE**

5 **ADJOURNMENT**

6 Mr. Rinebold made a motion to adjourn the Meeting at 8:20 p.m. Mr. Beaumont seconded the
7 motion which passed unanimously.

8

9 Respectfully submitted,

Respectfully submitted,

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11 Cynthia A. Kleist

Joel Rinebold

12 Recording Secretary

Secretary

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