

West Cornwall Water/Septic Study Group
May 12, 2016 5pm
at Ian Ingersoll's Shop in West Cornwall

Members Present: David Dolinsky (DD), Richard Griggs (RG), Ian Ingersoll (II), Libby Mitchell (LM), Priscilla Pavel (PP), Todd Piker (TP) and Joanne Wojtusiak. Also present Ex Officio Members: Gordon Ridgway (GR) and Richard Bramley (RB). Absent: No one. Also attending: Dusty McMahan from Goman & York.

The meeting was called to order by TP at 5:05pm

PP moved and RB seconded a motion to approve the Minutes from the April 14th meeting; passed unanimously.

There were no additions to the agenda.

The committee was reminded that 8 firms were contacted about submitting their qualifications and 4 actually submitted proposals and 2 sent letters declining the opportunity and nothing was heard from the other two.

TP asked for input about moving into Executive Session. There was a discussion of the pros and cons and Gordon, as the Town's chief executive officer, certified that the public interest in the disclosure of the responses was outweighed by the public interest in the confidentiality of such responses. RG moved and LM seconded a motion to go into Executive Session; DD, RG, II, LM, PP and TP voted in favor and JW opposed. The motion was approved and we moved to Executive Session. TP invited Committee consultant Dusty McMahan and Selectman Bramley to join the Executive Session.

At 6:40 pm the regular meeting resumed. The Executive Session produced a document -- Summarization of the Results of the Evaluation Process -- that represents the committee's best effort to address specific criteria identified as important in determining the short list of firms to review. TP stated that the public is encouraged to review that document as well as the individual evaluations that were tallied to create the Summary. As a result of the interactions during the evaluation process, LM moved to extend an invitation to all 4 companies who had submitted their qualifications; the motion was seconded by PP and passed unanimously. The 4 firms are: Fuss & O'Neill, Milone & MacBroom, Ryan Biggs/Clark Davis and WMC Engineers.

The selected firms must be notified by tomorrow and LM and JW agreed to prepare the letter and TP will send the letters out. The firms will be given 20 minutes to present and 20 minutes to answer questions. The interviews will be conducted at Town Hall on June 9th between 9am and noon. Committee members were asked to arrive at 8:30 am to finalize the interview process. Motion to adjourn by II and seconded by DD was unanimously approved. Adjourned at 7:05pm.

Respectfully Submitted,
Joanne Wojtusiak