

Attendance Roster

Board Members		
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Bill Harvey	Christian Carpenter	Randy Karg
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Others		
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Maurice Goulet	Nick Milano	Tracey Klenk
Kristine Trierweiler	Chris McCue Potts	John Harney

Environmental Partners Group:	Eric Kelley
	Paul Millett
Woodard & Curran:	Renee Lanza
	Scott Salvucci

Agenda

- Call to order
- Water filtration project
- Future meetings
- Adjourn

Agreements

1. Seek guidance on the contracting strategy for SCADA application engineering from the Board of Selectmen.
2. Recommend that the Board of Selectmen approve payment for Change Order 02 submitted by EPG.

New Action Items

#	Item	Responsible	Due
1.	Place an agenda item on the 06 April Board of Selectmen meeting for SCADA application services	K. Trierweiler	Done
2.	Have Mike Quinlan summarize his point of view on OPM oversight and the preferred contracting strategy for SCADA application engineering	B. Harvey	Done
3.	Provide a summary opinion on the bids received for general contracting services for construction of the filtration plant by end of business 30 April.	E. Kelley	30 April
4.	Provide an OPM summary and recommendation of the bids received for general contracting services for construction of the filtration plant by end of business 30 April.	R. Lanza	30 April
5.	Schedule future Board meetings on Zoom	N. Milano	Done
6.	Prepare an addendum for SCADA scope to be included in the General Contract	E. Kelley/P. Millett	09 April

Summary Notes

Meeting began: 13:02

Meeting concluded: 14:32

B. Harvey opened the meeting by making the following statement for remote meetings.

Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §18, and the Governor's March 15, 2020 Order imposing strict limitations on the number of people that may gather in one place, this meeting of the Medfield State Hospital Development Committee is being conducted via remote participation. No in-person attendance of members of the public will be permitted, but every effort will be made to ensure that the public can adequately access the proceedings as provided for in the Order. A reminder that persons who would like to listen to or view this meeting while in progress may do so by following the instructions on the agenda and meeting notice. This meeting is being recorded.

OPM and Application Engineering Contract –

B. Harvey shared the results of his review with Mike Quinlan, Chair of the Permanent Building Committee, of the current contracting situation wherein Woodard & Curran will provide OPM services during construction as well as application engineering services for SCADA integration to the Town. Mike prefers to provide separation of the two activities and reduce the potential for a conflict of interest by moving the application engineering services into the scope of the general contractor. He provided strong support for Woodard & Curran in the OPM role.

A discussion of the relative merits of making this change to the project contracting strategy ensued. Woodard & Curran are currently upgrading the Town's existing SCADA system and have familiarity with the control system architecture, control strategies and conventions for display screens and human interfaces. When this scope of services is incorporated into the general contractors scope of services, it will be submitted to a competitive bid. It may result in a different service provider for this scope.

Paul Willett stated that moving this work into the general contractor can be accomplished via an addendum without a significant work effort and delay and that adequate control of the integration with the Town's existing SCADA architecture is possible if a different service provider is selected. An action item was taken to create an addendum.

An agreement was reached to seek guidance from the Board of Selectmen for the preferred route. B. Harvey will contact Mike Quinlan to provide his point of view on this issue to the Select Board members. K. Trierweiler has placed the topic on the Select Board meeting agenda.

EPG change order request –

A change order request was submitted by EPG on 30 March.

The description of work covered is –

Furnish supplemental engineering services in connection with the design and permitting of a new water treatment facility at wells 3 and 4 including fire protection design, archeological investigations, bidding/OPM assistance and risk resiliency assessment.

After discussion the following agreement was reached:

Recommend that the Board of Selectmen approve payment for Change Order 02 submitted by EPG.

Motion: C. Carpenter Second: R. Karg Unanimous Roll approval

Next meetings –

Three future meetings agreed and scheduled on Zoom by N. Milano:

- 03 April at 18:00
- 13 April at 14:00
- 03 May at 15:00

Meeting topics include routine Board activity duties such as Operation and Expense review, minutes review/approval, revenue review and rate setting activities along with filtration project issues.

The bid proposals will be opened on 28 April and a request was made to EPG to provide their opinion of the bids by the end of business on Friday 30 April for Board member review prior to the 03 May meeting.

Motion to adjourn: Motion: C. Carpenter Second: B. Harvey Vote: Unanimous roll call