Bourne Wastewater Facility Design and Building Committee
Minutes of Monday, January 24, 2022, 4:30 PM
Zoom Meeting

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Committee Members Present:
Vice Chairman Stanley Andrews
William Meier
Peter Meier
Jim Sullivan
Elmer Clegg

Glenn Cannon – Acting Town Administrator
Corey Repucci – Weston & Sampson
Mary Jane Mastrangelo – Board of Selectmen
Erica Flemming – Finance Director
Mike Ellis – Town Accountant
Shawn Patterson – DPW Director

Note this is a Zoom Meeting and is being televised, streamed, and recorded by Bourne Community TV.

If anyone from the public wishes to watch this meeting, they can do so at ZOOM.us/join with the Meeting ID: 845 4195 3085 and Passcode: 429824 or by calling the conference line: 1 929 205 6099 with the Meeting ID and Passcode.

1.) Meeting Called to Order: Vice Chairman Andrews called the meeting to order at 4:30 PM. Kim Johnson acknowledged that she is recording the meeting.

2.) Note excused/absent members – Nolan LeRoy is excused.

3.) Update on Project Status

Report on Construction Progress/Report of Operation - Corey Repucci said that they were not able to meet with Robert B. Our and they now have a meeting scheduled for this Wednesday and there will be a follow up call on Thursday with Vice Chair Andrews and Acting Town Administrator Glenn Cannon. Mr. Repucci said he has not been able to get a copy of the acoustical study. He said in terms of operation, the facility is operational. He said that have had a few discussions with Kubota about minor modifications that they need to make, at no cost to the Town.

Vice Chair Andrews asked if these modifications are to fix the issues that have caused foaming events, which have had costs associated with them for the Town. Mr. Repucci said they are and there will be reimbursements to the Town for the extra costs. Vice Chair Andrews said that the charges need to be tracked and Mr. Repucci said that he will work on it.

Update on Project Schedule/Status of Close Out – Vice Chair Andrews asked if Mr. Repucci thought that once they have done the close out that it could be documented and done by the second week in February so that the committee could just go to a punch list and can turn the rest of the operations over to the department. Mr. Repucci said that that is a reasonable expectation. Mr. Repucci said that some of the delays have been related to COVID illnesses.

Elmer Clegg asked for a rough timeline on when the project will end. Mr. Repucci said a critical component in this is having the meeting on Wednesday so that he will have a better idea of when and how they can have everything wrapped up. Vice Chair Andrews asked Mr. Repucci to get an updated punch list, from Robert B. Our, to him this week so he can send it out to the committee. William Meier asked if the issue with the landline was resolved, and Mr. Repucci was quite sure that it was.
4.) **Review/Approval of Invoices** – Vice Chair Andrews said he would like to go out of order from the agenda for the next topic.

- **Change Order Requests and Approval, Contract Amendments** – Vice Chair Andrews said that there is a contract amendment for Daedalus Projects, which is to authorize up to an additional $25,000.00 for performance and services under the contract, as amended. This amendment is a result of the schedule extension due to COVID-19 delays. Mr. Clegg asked when the contract ran out and Mr. Cannon said he believes it was in August. Mr. Clegg asked if it is supposed to cover retroactive and Mr. Cannon said that some of it is retroactive.

  Peter Meier motioned to authorize moving this contract amendment forward and allowing Mr. Cannon to justify and quantify how much that it is going to be in arrears, prior to executing it, seconded by Elmer Clegg.

  Roll call vote – William Meier – yes, Elmer Clegg – yes, Jim Sullivan – yes, Peter Meier – yes, and Vice Chair Stanley Andrews – yes. The motion carried, 5-0-0.

- **Review and Approve Requisition/Invoices**: Vice Chairman Andrews sent out copies of all the invoices to the Committee. He listed the invoices:

  a.) Weston & Sampson – Invoice #1221519 for $6,900.00. This is a monthly charge for operations at the plant.

     William Meier motioned to approve payment of this Weston & Sampson invoice for $6,900.00, seconded by Elmer Clegg.

     Roll call vote – William Meier – yes, Elmer Clegg – yes, Jim Sullivan – yes, Peter Meier – yes, and Vice Chair Stanley Andrews – yes. The motion carried, 5-0-0.

  b.) Weston & Sampson – Invoice # 1221675 for $18,220.50. This is an itemization of various tasks and for additional lighting.

     Jim Sullivan motioned to approve payment of this Weston & Sampson invoice for $18,220.50, seconded by Peter Meier.

     Roll call vote – William Meier – yes, Elmer Clegg – yes, Jim Sullivan – yes, Peter Meier – yes, and Vice Chair Stanley Andrews – yes. The motion carried, 5-0-0.

  c.) Weston & Sampson – Invoice #1221413 for $3,437.50. This is for professional engineering services for the operations group, for site visits and support. Mr. Repucci said that he will check to see if part of these services will be reimbursable because some of this was due to the foaming events.

     Elmer Clegg motioned to approve payment of this Weston & Sampson invoice for $3,437.50, seconded by William Meier.

     Roll call vote – William Meier – yes, Elmer Clegg – yes, Jim Sullivan – yes, Peter Meier – yes, and Vice Chair Stanley Andrews – yes. The motion carried, 5-0-0.

  d.) Weston & Sampson – Invoice #1221307 for $4,097.51.

     Peter Meier motioned to approve payment of this Weston & Sampson invoice for $4,097.51, seconded by Elmer Clegg.

     Roll call vote – William Meier – yes, Elmer Clegg – yes, Jim Sullivan – yes, Peter Meier – yes, and Vice Chair Stanley Andrews – yes. The motion carried, 5-0-0.

  e.) Eversource – Account #29973420036 for $4,686.37. This invoice is for the plant.

     Jim Sullivan motioned to approve payment of this Eversource invoice for $4,686.37, seconded by Elmer Clegg.
Roll call vote – William Meier – yes, Elmer Clegg – yes, Jim Sullivan – yes, Peter Meier – yes, and Vice Chair Stanley Andrews – yes. The motion carried, 5-0-0.

f.) Eversource – Account #30393030017 for $121.02. This invoice is for the pump station.

Peter Meier motioned to approve payment of this Eversource invoice for $121.02, seconded by Jim Sullivan.

Roll call vote – William Meier – yes, Elmer Clegg – yes, Jim Sullivan – yes, Peter Meier – yes, and Vice Chair Stanley Andrews – yes. The motion carried, 5-0-0.

g.) Integrated Computer Solutions (ICS) – This invoice may have been approved in a previous meeting.

Peter Meier motioned to defer action on this invoice, seconded by Jim Sullivan.

Roll call vote – William Meier – yes, Elmer Clegg – yes, Jim Sullivan – yes, Peter Meier – yes, and Vice Chair Stanley Andrews – yes. The motion carried, 5-0-0.

h.) Granite – Account #04619180 for $12.94.

Elmer Clegg motioned to approve payment of this Granite invoice for $12.94, seconded by Jim Sullivan.

Roll call vote – William Meier – yes, Elmer Clegg – yes, Jim Sullivan – yes, Peter Meier – yes, and Vice Chair Stanley Andrews – yes. The motion carried, 5-0-0.

i.) Buzzards Bay Water District – Account #02572 for $1,694.35.

Jim Sullivan motioned to approve payment of this Buzzards Bay Water District invoice for $1,694.35, seconded by Peter Meier.

Roll call vote – William Meier – yes, Elmer Clegg – yes, Jim Sullivan – yes, Peter Meier – yes, and Vice Chair Stanley Andrews – yes. The motion carried, 5-0-0.

j.) Loud Fuel Company – Account #22495 for $1,793.34. This was for 513 gallons of fuel.

There was a discussion about the finance charges and why there even are any finance charges. Erica Flemming said that the Finance Department has not received any prior bills. It was decided that there needs to be a better process to get the mail that goes to the Wastewater Facility to get to Finance. Vice Chair Andrews asked Mr. Cannon and Shawn Patterson to figure out a process for the mail.

Elmer Clegg motioned to approve payment of this Loud Fuel Company invoice for $1,793.34 in full, but to request that the Finance Department check to see if they can get the finance charges waived, seconded by William Meier.

Roll call vote – William Meier – yes, Elmer Clegg – yes, Jim Sullivan – yes, Peter Meier – yes, and Vice Chair Stanley Andrews – yes. The motion carried, 5-0-0.

k.) Comcast – Invoice #8773105060543803 for $598.05.

William Meier motioned to approve payment of this Comcast invoice for $598.05, seconded by Jim Sullivan.

Roll call vote – William Meier – yes, Elmer Clegg – yes, Jim Sullivan – yes, Peter Meier – yes, and Vice Chair Stanley Andrews – yes. The motion carried, 5-0-0.
1.) Open Cape – Invoice #80224 for $2,325.00, dated 11/1/21.

   Elmer Clegg motioned to approve payment of this Open Cape invoice for $2,325.00, seconded by Peter Meier.

   Roll call vote – William Meier – yes, Elmer Clegg – yes, Jim Sullivan – yes, Peter Meier – yes, and Vice Chair Stanley Andrews – yes. The motion carried, 5-0-0.

   - Change Order Requests and Approval – None.

   - Budget update – No update.

5.) Approval of minutes: 11/16/21, 12/21/21

   Elmer Clegg motioned to approve the minutes from 11/16/21, seconded by Jim Sullivan.

   Roll call vote – William Meier – yes, Elmer Clegg – yes, Jim Sullivan – yes, Peter Meier – yes, and Vice Chair Stanley Andrews – yes. The motion carried, 5-0-0.

   Peter Meier motioned to approve the minutes of 12/22/21 with the one amendment made that was mentioned by Elmer Clegg as being on page 1 at the bottom of the page, seconded by Jim Sullivan.


6.) Committee Comment – None.

7.) Public Comment – None.

8.) Next Meeting Date – 2/7/22 at 4:30 PM.

9.) Adjourn – Peter Meier moved to adjourn the meeting. Elmer Clegg seconded.

   Roll call vote – William Meier – yes, Elmer Clegg – yes, Jim Sullivan – yes, Peter Meier – yes, and Vice Chair Stanley Andrews – yes. The motion carried, 5-0-0.

Respectfully Submitted,

Kim Johnson, Recording Secretary