

Bourne Wastewater Facility Design and Building Committee
Minutes of Wednesday, January 8, 2019, 4:00 PM
Bourne Town Hall, Lower Conference Room, 24 Perry Ave., Buzzards Bay, MA

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**Committee Members Present:**

Chairman Mary Jane Mastrangelo

Judy Flynn

William Meier

Peter Meier

Nolan LeRoy

Stanley Andrews

Anthony Schiavi – Town Administrator

John Feeley – Daedalus Projects, Inc.

Corey Repucci– Weston & Sampson

Sharon Gay

**1.) Attendance at Police Facility Building Committee Meeting (Optional)**

**2.) Meeting Called to Order:** Chairman Mastrangelo called the meeting to order at 4:35 PM.

**3.) Note excused/absent members - Elmer Clegg**

**4.) Update on Project Status –** Mr. Repucci gave an update on the progress. He said they've been working with the contractors on the open RFI's and there is one pencil req. He said there are a few items that because of the Police Station project that don't appear consistent with the bid documents. He is coordinating with Joe Sullivan so no one can file any claims saying that things are different like the loam pile, the temporary fencing, the temporary trailers, etc. Mr. Andrews asked if the ultimate lay down site would alleviate the trailers having to be re-located on the Wastewater site. Mr. Andrews said it needs to be addressed now and it needs to be in writing. There was more discussion about coordination between the two projects. Mr. Repucci said he and Mr. Sullivan discussed earlier in the day that another coordination meeting is needed following tonight's meeting.

Chairman Mastrangelo said that now that she has the schedule, she needs two cashflow documents. One is a projected cashflow for the CA & RR agreement with Weston & Sampson because she needs to amend her construction schedule with Mass Works. The other is a general cashflow document. Mr. Repucci said he would get them to Chairman Mastrangelo and Sharon Gay.

There was discussion on the timeline for requisitions so that they are reviewed by the committee prior to the meetings, which led to a discussion about the meetings' schedule.

**5.) Review/Approval of Invoices –**

- **Review and Approve Invoices:** Chairman Mastrangelo said there was only one invoice:
  - Weston & Sampson for CA RR services for the conformed documents for \$26,280.00. Peter Meier moved for payment of this invoice for Weston & Sampson. Stanley Andrews seconded. Without further discussion, the motion carried. 6-0-0.

Mr. Repucci asked about the contractual amendments that were coordinated last month by the committee. Mr. Schiavi said he would give Chairman Mastrangelo and Mr. Repucci the amendments and Chairman Mastrangelo will scan and email them to the committee.

- **Change Order Requests and Approval –** There are no change orders. Mr. Andrews asked if there was any cost associated with the new lay down area. Mr. Repucci said there will be no additional costs to the owner.

- **Police Facility/Wastewater Facility Shared Expenses** – There is just the pumping and the Town needs to figure out where the money will come from for it. There was some discussion about the Police budget. There was also discussion about how long it takes for a contractor to get paid from the time an invoice has been signed and approved, and about the whole process involved.

**6.) Update on EDA and MassWorks Grants and SRF** – Chairman Mastrangelo said she and Sharon Gay have been working on the process for quarterly reports. Chairman Mastrangelo asked Mr. Repucci if quarterly reports need to go to SRF and he said they do not. Chairman Mastrangelo needs a narrative for Mass Works and EDA and asked if she could derive it from monthly reports and Mr. Repucci said yes and he will give them to her as Word documents.

There is a statement of interest form that needed to be sent to EDA which Ms. Gay has been working on the draft and it's been approved by town counsel so it's now ready to go.

Chairman Mastrangelo talked about the Comprehensive Wastewater Management Plan (CWMP). The Capital Outlay said it would be \$300,000.00 when the cost is actually \$400,000.00. The Conservation Commission and Board of Sewer Commissioners is going forward on a CWMP for the Town which came out of the Municipal Vulnerability Workshop as being one of the top priorities, and they are going out for RFP. There should be responses by the beginning of March and should be awarded by the end of March. She said that there are things in which the Town can get better rates by having a comprehensive plan, and she asked Mr. Repucci if there a timing issue with SRF on when the plan is done, with regards to the start and end of this project. Mr. Repucci said he thinks the plan needs to be done before the project starts. Chairman Mastrangelo asked for verification.

There was some discussion about Chairman Mastrangelo, Ms. Gay, and Mr. Schiavi meeting with Jacquie Furtado, the Mass Works representative.

**7.) Approval of minutes 12/11/19–**

Peter Meier motioned to approve the minutes from 12/11/19. Judy Flynn seconded. Without further discussion the motion carried. 4-0-2. Stanley Andrews and Nolan LeRoy abstained.

**8.) Contracts/Amendments** – OPM amendment. Chairman Mastrangelo said she will be meeting with Mr. Sullivan on Monday.

**9.) Committee Comment** – None

**10.) Public Comment** – None.

**11.) Next Meeting Date** –2/10/2020 at 4:30 PM.

**12.) Adjourn** – Stanley Andrews moved to adjourn the meeting. William Meier seconded. Without further discussion the motion carried. 6-0-0.

Respectfully Submitted,  
Kim Johnson, Recording Secretary