

West Groton Water Supply District
Minutes of the Monthly Meeting
April 10, 2018

Commissioner Blood opened the meeting @ 7:00 p.m. reading a statement that in accordance with the Commonwealth of Massachusetts Open Meeting Law, the meeting is open to the public and the public is welcome to attend; however, the purpose of the meeting is to efficiently conduct and stay focused on the business of the District. Individuals are not permitted to disrupt the meeting and should refrain from comment. Anyone wishing to comment must be recognized by the Chair. If anyone has a matter to discuss with the Board, they should notify the Clerk or Manager 4 days in advance of the meeting to be placed on the Agenda. The following persons were in attendance:

Robert E. Blood, Emmett B. Risdon, Douglas R. DeNatale, Commissioners
Paul W. Curtin, General Manager
Ali Parand, AP Associates

Review of the Monthly Minutes: The March 2018 Monthly Minutes were approved and accepted.

Review of Monthly Invoices/Treasurer's Report: The March 2018 invoices were approved and accepted.

Review of Profit & Loss Statement and Balance Sheet: The Profit & Loss Statement and Balance Sheet for March 2018 were approved and accepted.

Well Field Update: Ali Parand, the engineer for our well field update project, attended the meeting and shared the most recent projected budget estimate, which was reviewed and discussed by the Board. Possible cost savings was also discussed. The electrical sub-bid was awarded to Metropolitan Corporation (the lowest bidder). Ali shared that about 10 contractors showed true interest in the General Contractor bidding, and believes that we may receive about 5 bids. Once the contract is awarded, everything will be ordered and construction will begin once all of the materials are on site in order to minimize the time the well field is out of operation. The goal remains for construction to be completed by the end of the calendar year 2018.

USDA will be attending the bid opening on April 12, 2018. Ali will read each of the bid totals, then the 1st/2nd/3rd lowest bids will be checked for completeness. Ali will announce the "apparent low bidder", and will then review paperwork again at his office, as well as reach out to references and perform other due diligence prior to making a recommendation to award the contract.

USDA will also attend monthly construction progress meetings once the project commences.

Jack suggested requesting additional checks by Groton Police Department once materials are arriving on site. Paul suggested adding cameras at the job site as well.

Any Other Business:

The Annual Meeting Minutes of April 3, 2018 were approved and accepted.

As there was no further business, a motion was made and seconded to adjourn the meeting @ 9:15 p.m.

Respectfully Submitted,

Dawn M. Priest
Clerk/Treasurer