



Town of Griswold
28 Main Street
Griswold, CT 06351



**Board of Selectman
Special Meeting
Tuesday, September 1, 2009
Town Hall Meeting Room
1:00 pm**

MINUTES

1. **Call to Order:** P. Anthony called the meeting to order at 1:00 pm.

Members Present:

Philip Anthony, First Selectman
Steve Mikutel, Second Selectman

Also Present:

Kathy Maxwell, Director of Finance
Keleigh Baretincic, Recording Secretary

Members Absent:

Anne Hatfield, Third Selectwoman

2. **Discussion with the top four (4) bid candidates for the Phase III Environmental Study on the Town owned portion of the former Triangle Wire property:**

- Representatives from O'Reilly, Talbot and Okun were present and gave the Board of Selectmen an overview of their company. Present from O'Reilly, Talbot and Okun (OTO) were: Kevin O'Reilly and Paul Tanner. K. O'Rielly spoke. K. O'Rielly noted that all projects completed by O'Reilly, Talbot and Okun were reviewed by an unbiased third party, offering independent oversight of completed work. They stressed that all indicators from the Phase II study suggested that the site was relatively clean with only moderate remedial action needed. Some highlights of the works they propose are: Vapor point testing for the tunnel, monitor existing wells, along with relocating one to a more down gradient location. Additionally OTO would furnish a draft review with easy to understand, bulleted format; the review would help to highlight the use of current environmental regulations that would help to justify no remedial action while remaining within the regulated guidelines. The BOS questioned the working relationship between OTO and the State of CT Department of Environmental Protection (DEP). OTO responded positively about their working relationship with DEP. OTO also explained that they would try to work with DEP prior to the start of the project to insure that the scope of work was acceptable to the DEP. OTO included an approximately 10% cushion in their proposal for any unexpected contingencies and are willing to negotiate the contract with the Town should OTO be awarded this bid. Their preferred contract framework would be for time and expenses, not to exceed the pre-approved amount without prior Town approval. OTO could start the project as early as this month (September 2009).

- They thanked the BOS for their time.

MOTION: S. Mikutel motioned and was seconded by P. Anthony to recess until 1:45 pm. There was no discussion. All in favor; **motion carried.** P. Anthony reconvened the meeting at 1:46 pm.

(Continued, Page 2)

Continued from page 1...

- Representatives Rick Standish, Senior Vice President and Debra Monica Downey from the firm of Haley and Aldrich were present and gave the Board of Selectmen an overview of their company.
- Haley and Aldrich completed both the Phase I and II environmental studies on the site for the Town. The company remains on the “on call” list of environmental companies for the State of Connecticut.
- Debra Debra Monica Downey would be the project manager on the project if selected.
- The Haley and Aldrich team stated that the property had lower contaminants than expected as indicated by the Phase I and II study findings. They proposed an additional monitoring well on site. Any existing wells would be utilized. Should any existing wells be in disrepair the cost to dig replacement wells would be an additional \$3,000.00. The original proposal includes no cushion should costs exceed the proposed amount.
- Haley and Aldrich preferred to have their contract structured to offer a quote, add some funding for contingency and have it structured for time & materials with a set contingency amount.
- They would work up a Remedial Action Plan with the data from all three environmental studies.
- Haley & Aldrich stressed that they have a very close relationship with CT DEP, are familiar with any Ashland Pond environmental impact that may occur, did not object to the addition of a key personnel clause being added to the contract and would be able to commence work within weeks of being awarded the contract.
- They thanked the BOS for their time.

MOTION: S. Mikutel motioned and was seconded by P. Anthony to recess until 2:25 pm. There was no discussion. All in favor; **motion carried.** P. Anthony reconvened the meeting at 2:30 pm.

- Jim Olsen, Thomas Couture and Karl Wikstrom were present representing of Tighe & Bond and gave the Board of Selectmen an overview of their company.
- They presented a summary of the scope of their proposed work, which included 5 monitoring wells, 7 soil vapor points, 20 soil borings and 53 soil sample analysis.
- They stated that the site was on the lower end of the contamination spectrum and showed no groundwater impact in previous studies. It was their estimation that the building looks to be in reusable condition as well.
- A cushion was included in their proposal to account for any contingencies that could be incurred at the site.
- Contractually they would prefer to be billed for time and materials, not to exceed approved budget without prior authorization.
- Tighe & Bond also stated that they would assist in grant application process with the Town to help secure additional funding for the site.
- They did not object to a key personnel replacement clause. They would be able to commence work at the site immediately after receiving the contract award.
- Tighe and Bond thanked the BOS for their time.

Continued, Page 3

Continued from Page 2...

- Paul Burgess of Paul Burgess, LLC was present and gave the Board an overview of his company, stressing the personal service and commitment of his smaller company.
- He has completed work at Ashland Mill in Jewett City among other projects within the Town limits.
- He has a good working relationship with CT DEP and contracts with an all woman drilling firm for the drilling on site.
- No additional wells were proposed. 20 Borings would be located inside the building; 8 outside. The cost for the cleanup would depend on the site development plans. A standard contingency amount is included in the proposal.
- Could start the job within 2 weeks of being awarded the contract and did not object to the key personnel clause.
- He thanked the BOS for their time.

3. **Adjournment: MOTION:** S. Mikutel motioned and was seconded by P. Anthony to adjourn. There was no discussion. All in favor; **motion carried.** P. Anthony adjourned the meeting at 3:20 pm.

Respectfully Submitted,

Keleigh Baretincic
Recording Secretary