

**SLPAC Meeting Minutes June 4, 2021**  
**Zoom Meeting**

PRESENT: Gary Taylor (Chair, GT), James Craig (JC), Rachel Drew (RD)  
STAFF: Jennifer Curtin, Paula Vaughn-MacKenzie

**Recap by Chair, Gary Taylor**

GT said that the proposals have come in for the review of the WWTP at Lincoln Woods. This will be discussed in Executive Session.

The survey is out, and participation has been terrific.

PVM said that we have 670 responses, and we expect to hit over 700 responses by the June 30<sup>th</sup> deadline.

GT added that 36 8<sup>th</sup> grade students participated with a version of the survey.

PVM said that it was a project to get the students involved and see what they would like to see in the Village Center. Some questions were removed that students would not be interested in. The responses will be evaluated separately.

GT said that he and PVM have a meeting with representatives from the MBTA at Lincoln Station to discuss accessibility issues.

GT noted that only the SLPAC Board members and Packy Lawler who is advising on the proposals will be in the Executive Session.

Bob Domnitz said that since the Planning Board will be voting on a recommendation for the contract, he expects that he and Steve Gladstone can participate in the Executive Session.

PVM said that the proposals will be brought to the Planning Board for their own Executive Session. SLPAC will have their own discussion and bring their recommendation to the Planning Board.

Mr. Domnitz said that he would like to hear what Mr. Lawler has to say.

PVM said that Mr. Lawler will be attending the Planning Board Executive Session as well.

Mr. Domnitz asked that SLPAC vote on whether or not the Planning Board members present be allowed in the Executive Session.

GT said that allowing more into the Executive Session may take away the confidentiality of the contract documents under discussion.

Mr. Domnitz said that he and Mr. Gladstone have taken an oath to the Town to follow the rules and procedures, so he believes that they are trustworthy.

JC said that each committee has its own Executive Session and the two should not be mixed.

GT said that he is not worried that Mr. Domnitz would break the confidentiality but was concerned that someone could say that the discussion has lost its protection under executive session since non-board members participated.

Mr. Domnitz said that Mr. Lawler is not a Board member.

GT said that Mr. Lawler is the consultant for this specific issue.

Mr. Domnitz said that he does not believe that he and Mr. Gladstone should be excluded.

Mr. Gladstone said that we should let SLPAC have their own Executive Session as all the same information will be presented to the Planning Board at their Executive Session.

Barbara Peskin asked what the contract is for that requires Executive Session discussion.

GT said that the contract is for an evaluation of the septic facility at Lincoln Woods to determine its current condition, potential for expansion, and estimate costs of bringing it up to code. He added that the permit expires in 2022 so they will soon need to face a re-permitting process with the State.

### **Approval of May 18, 2021 minutes**

RD moved to approve the minutes. JC seconded. Roll Call: GT aye, RD aye, JC aye.

GT moved to enter Executive Session pursuant to G.L. c. 30A, sec 21 (a) (7) to comply with, or act under the authority of, any general or special law or federal grant-in-aid requirements, specifically evaluation of proposals submitted pursuant to G.L. c. 30B, sec. 6 for Engineering Services in connection with a Wastewater Treatment Study. JC Seconded. GT aye, RD aye, JC aye.

The Board will not reconvene in open session.

Mr. Domnitz registered his objection to he and Mr. Gladstone being excluded from Executive Session and he plans to reach out to the Attorney General. He feels that he is being blocked.

PVM said that no one is being blocked and there will be an agenda item for Executive Session to review the SLPAC recommendation at the next Planning Board meeting.

JC said that SLPAC is an advisory Board to the Planning Board and added that he does not understand the objection.

The Committee entered Executive Session.

Approved June 15, 2021.

**SLPAC Executive Session Meeting Minutes June 4, 2021**  
**Zoom Meeting**

PRESENT: Gary Taylor (Chair, GT), James Craig (JC), Rachel Drew (RD)

STAFF: Jennifer Curtin, Paula Vaughn-MacKenzie

OTHER: Packy Lawler

GT said that we received four proposals all below the \$90,000 quote received from CDM. Two are inexpensive but may not meet our needs. The other two are higher.

Mr. Lawler created a memo comparing the four proposals. The four engineering firms that responded were Wright-Pierce, Weston & Sampson, Tighe & Bond, and Onsite Engineering. There are two low priced options and two higher priced options. The two low-priced options, Tighe & Bond and Onsite, just repeated the language of the RFP. These two firms plan to request estimates from outside vendors for part of the analysis. The two higher-priced options, from Wright-Pierce and Weston & Sampson, were more what he had expected from professional proposals as they included extensive discussion of the project. He recommends Wright-Pierce over Weston & Sampson as they are the same cost, but the Weston & Sampson proposal has a higher billing rate and thus fewer hours, and the Town would get more for its money from Wright-Pierce. He added that he does not believe that the low-priced options could provide what the Board needs but said that the Board could invite them to explain themselves and see if either one could still be a good fit within our cost constraints.

GT said that there is \$90,000 available so even the higher options are well below budget.

JC added that TCB would share some costs.

Mr. Lawler said that if cost was not determinative, he would go with Wright-Pierce.

GT said that costs matters but there is plenty of money in the budget to get the best possible product. He added that TCB wants the best product as well since their permit is up soon and they will need the most accurate information possible.

JC said that we need to have a high degree of confidence in the product, so Wright-Pierce seems like the best option. He noted that he would rather just go with the one who's proposal impressed the most from the outset rather than allowing the lesser priced options to give another pitch.

RD asked if the Onsite estimate included vendor costs.

Mr. Lawler said that there is no cost for an engineering firm to obtain cost estimates from an outside vendor.

JC asked if there will be any work necessary to be contracted by TCB associated with the renewal of their permit in 2022.

Mr. Lawler said that they must identify improvements that must be made.

GT said that Wright-Pierce has experience with similar projects and agreed that they are the way to go.

RD agreed.

PVM will reach out to Town Administrator about how to approve the expenditure of funds.

JC moved that SLPAC recommend that the Planning Board hire Wright-Pierce as the evaluator of the septic according to their May 14, 2021 proposal. GT seconded. Roll Call: GT aye, RD aye, JC aye.

PVM will reach out to TCB when the Planning Board approves the proposal.

GT noted that it appears that the Planning Board has the authority under the zoning bylaw to allow the expansion of the septic under the conservation land if need be. There may also be room on the current septic parcel for expansion.

The meeting was adjourned.

Approved September 28, 2021.