

TOWN OF SOUTH HERO
WASTEWATER COMMITTEE

MINUTES OF A MEETING ON 11/29/2021

Present: Committee members-; George Harwood; Peter Zamore; Bob Buermann. Also present- Greta Brunswick , NRPC and Tom Brown NRPC. In addition, see the sign-up sheet for others present.

- Peter opened the meeting at 4:35 and announced that Bob Krebs consented to join as a committee member. Motion was made by George and seconded by Bob Buermann. The committee unanimously approved the motion. Bob Krebs should join us at our next meeting
- Peter will attend the select board meeting to explain the funding and engineering approval. and seek to proceed with the project.
- Peter will also seek approval for the appointment of Bob Krebs to the committee.
- Greta then introduced Tom Brown who is the project developer for the Clean Water State Revolving Fund who fleshed out the wastewater approval process. He indicated that he would act as the project manager until the application process and the hiring of a project engineer. Tom will then hand off the project to the engineer. Some of the other information that Tom Brown provided is as follows: The planning funds are part of the state revolving loan fund and not ARPA although he perceives that ARPA funds will be available for the next five years; the funds are available on a first com, first served basis and that the State is “burning through” the funds; that our proposed project will not likely be given a high priority in that it is not in the construction phase although Greta indicated that we are now on his radar and that the priority position will be given due consideration.

- Greta then helped us construct a timeline for the first phase of the project which was as follows: approval of the request for qualifications (herein after RFQ) by the select board; Advertise for the RFQ by December 14; Potential interviews of the project managers by January 14 and the hiring of a project manager by January 31, 2022.
- Once the planning process is begun invoices will be submitted monthly and the town treasurer should assure herself that there is sufficient cash flow to cover the monthly submissions.
- Any comments regarding the project should be directed to Peter as a central contact. A motion was made by Bob to allow Peter to develop the RFQ and to coordinate submission of the priority application with Greta. The motion was seconded by George
- The meeting was adjourned.