SPECIAL MEETING
BRIGHTON WATER & SEWER BOARD
APRIL 8, 2021

Present: Lisa Moore & Ralph Wilkins

Lisa Moore, chairperson, called the meeting to order at 6:30 PM.

The board reviewed the 60% Preliminary Engineering Report of Hoyle, Tanner & Associates. The board also discussed whether to move forward with the 90% Deliverable Engineering Report and considered comparison cost alternatives for several upgrades.

Ralph Wilkins, made a motion to move forward with the 90% Engineering Report and to accept the recommendations made by John Reilley, Senior Engineer of Hoyle, Tanner & Associates. These recommendations will include moving forward with construction of a new Headworks Building; Fine Bubble/Floating Lateral Aeration system; New Chlorine Contact Tank; New Office Building; Mechanical Dewatering for Sludge Removal; Town Hall Sewer Pipe Replacement; Hotel Pump Station and School Pump Station Improvements (slide rails for both and a control panel for the Hotel Pump Station and whatever other needs are discovered). Also to be added to the original recommendation list is a new Pleasant Street Pump Station. There may be other smaller components added to the project. We can make the amendments as needed. Lisa Moore seconds Ralph's motion, all in favor, so carried.

For a more in depth description of John Reilly's recommendations, please see attached.

Meeting Adjourned at 6:50 PM

Hello Everyone,

Attached is the spreadsheet to assist the Town with selecting alternatives and developing a Total Project Cost and anticipated user costs:

A few notes on using the spreadsheet:

1. First, select the total construction cost from the alternatives on the "Scenario Summary" worksheet. Sum up the various alternatives that the Town wishes to select in Cell B32. The spreadsheet adds in engineering (20%) and the legal/admin costs (2%) to get the Total Project cost opinion.
2. Next, go to the "Use$" worksheet. The Total Project Cost Opinion that the Town selected will be automatically input to the highlighted cell D4. They can see the impact of various grant %s, but I would suggest that the Town consider 0% for now. The "Use$" worksheet will calculate the individual user share of the Project bond (cell D19), the Total annual user cost with the Project (cell D25), and the user rate as a percentage of Median Household Income (MHI – cell D28).

For the Town's consideration, the spreadsheet as sent contains our recommendation, which we propose to the Town unless they deem that to be unaffordable. Our approach throughout this PER development has been to identify cost-effective solutions in line with industry standards – as Jennie said at the meeting today, we are not proposing any cadillacs. To summarize our recommendation:

1. New Headworks Building – do this unless the Town deems it is unaffordable;
2. Fine Bubble / Floating lateral aeration – higher capital cost but will save significant cost over the course of its life;
3. Disinfection – New Chlorine Contact Tank – the existing CCT does not meet standards. We are awaiting input from DEC, but in the absence of DEC input it seems a new CCT will be needed. Marty and Piscataqua described operational benefits of this alternative as well.
4. New Office Building
5. Mechanical Dewatering for Sludge Removal – recognizing there is potential for bringing this cost down under a future alternative that would require greater Town administration;
6. Town Hall Sewer Pipe Replacement; and
7. Hotel St. and School PS improvements.

Please let me know if there is anything we can do to assist you further regarding this.

Best,

Please Note New Direct Phone Number in Bold Below

John D. Reilly, PE
Senior Engineer
Hoyle, Tanner & Associates, Inc.

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