

## TOWN OF BRIGHTON

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### Brighton Sewer Commissioners Minutes

July 5, 2021

Minutes of the Brighton Sewer Commissioners meeting held on Monday, July 5, 2021 at 12:00 noon at the town hall offices at 49 Mill St. Ext. Attending were Brittany Frizzell, Ralph Wilkins, mark Vaillancourt, Joel Cope.

Brittany called the meeting to order at 12:04.

Ralph made a motion to hire Hoyle, Tanner Associates (HTA) for engineering services for the design work on the sewer system upgrade project. Mark seconded the motion.

Discussion: Seven RFQs were put out to engineering companies as part of the CWSRF QBS process. It is important to note that the funding source required the town to put out an RFQ that was not based on cost. Though a number of firms expressed initial interest, only HTA ultimately responded. HTA has been the engineering firm working with the town on the sewer system upgrade and recently completed the Preliminary Engineering Report (PER) for the project. Their proposal met all the criteria important to the town and HTA is clearly qualified to continue engineering services on this project.

After discussion the vote was taken and resulted in a 3-0 unanimous vote to hire HTA.

Joel will contact HTA and they will draft an agreement for services and a cost.

Ralph moved to adjourn the meeting. Mark seconded.

All in favor 3-0. Meeting adjourned.