

**Town of Hebron**  
**HES DRINKING WATER REMEDIATION BUILDING COMMITTEE**  
**December 17, 2018**  
**Special Meeting Minutes**  
**Hebron Elementary School Library/Media Center**  
**6:30 p.m.**

Members Present: R. Steiner, W. Warwick, D. Foster, M. Leichter  
Members Absent: None.  
Staff Present: T. Van Tassel, Superintendent of Schools  
Board of Education Liaison: Kevin Williams (absent)  
Board of Selectman Liaison: John Collins  
Citizens Present: T. Fenton, Nathan L. Jacobson & Associates

1. **Call to Order**

Mal Leichter, Chairman of the Hebron Town Building, called the meeting to order at 6:35 p.m.

2. The Pledge of Allegiance was recited.

3. **Public Comment**

*This section of the agenda is reserved for persons in attendance who wish to briefly address the HES Drinking Water Remediation Building Committee. The committee requests that comments be limited to three minutes or less. Persons wishing to address the Committee regarding agenda items should request clarification from the Chair as to whether or not they should speak during the public comment portion of the meeting or at the time the agenda item is considered.* No public comments at this time.

4. **Approval of Minutes 11-9-18, 11-19-18 & 12-10-18**

D. Foster moved and W. Warwick seconded a motion to approve the minutes of November 9, 2018 as presented. Vote: Yes: M. Leichter, R. Steiner, W. Warwick, D. Foster. Motion carries.

D. Foster moved and W. Warwick seconded a motion to approve the minutes of November 19, 2018 as presented. Vote: Yes: M. Leichter, R. Steiner, W. Warwick, D. Foster. Motion carries.

D. Foster moved and W. Warwick seconded a motion to approve the minutes of December 10, 2018 as presented. Vote: Yes: M. Leichter, R. Steiner, W. Warwick, D. Foster. Motion carries.

5. **Phone Call with Building Superintendent from Eugene, OR to Hear of Their Experience with a Similar Project**

– J. Collins placed the phone call and explained what is happening in our district with the water. Building Supt. from Oregon stated that they did an RFQ for a design build and a “not to exceed amount”. They invited 6 contractors to the RFQ and 3 or 4 showed up. Building Supt. from Oregon noted that they were able to complete their project in about 3 weeks.

T. Van Tassel questioned if anyone in their district had prior experience with this type of situation. Building Supt. from Oregon indicated that this was not the first school they had to repipe, and that they had a similar project in the middle school. However, Page Elementary was the first “whole school” project. T. Van Tassel questioned where the pipes were located in the school. Building Supt. from Oregon stated that the existing pipes were underground and there is a tunnel to crawl through. In addition, their school is wood structure and there are essentially wood panels for the walls that could be removed for easy access.

The Committee thanked Building Supt. from Oregon for his time.

6. **Discussion and Possible Action with Nathan L. Jacobson and Associates Regarding the Status of Bid Specifications for Engineering Services**

a. Draft Document Review and Possible Changes Discussed. The Committee went over the RFQ draft that was prepared by T. Fenton and made changes where necessary. M. Leichter noted that this document must be posted on the DAS website once it is approved.

W. Warwick moved and R. Steiner seconded a motion to approve the RFQ document as amended and authorize the Chair to submit for advertising. Vote: Yes: M. Leichter, R. Steiner, W. Warwick, D. Foster. Motion carries.

7. **Superintendent Van Tassel Project Update**

a. Review clarifications from DAS. M. Leichter stated that DAS indicated that we should conduct the PREP meeting as soon as possible.

8. **Adjournment**

W. Warwick moved and R. Steiner seconded a motion to adjourn at 8:03 p.m. Vote: Yes: M. Leichter, R. Steiner, W. Warwick, D. Foster. Motion carries.

Tricia Schiavi  
Board Clerk