**ST. GEORGE HARBOR COMMITTEE**

**St. George Town Office**

**MEETING MINUTES**

**May 9, 2019**

The Harbor Committee meeting was called to order at 6:08 P.M. by Chairman Morris.

Members present were: Chairman Dan Morris, Glen Hall, Bill Mroz and Ben Norton. Also present: Matt McCollom (Harbor Master), Randy Elwell (Select Board Liason) and Tim Polky (Town Manager) and Noel Mussen by telephone.

Public Present: Carl Danielson.

Any public comment?

Carl Danielson mentioned that out of the budget, $600,000.00 is being saved for soft money for non-construction costs and he just want to make sure that the contractors are aware of that not being included in the construction budget. Tim Polky had the understanding that it would come up in conversation with the contractors.

**Old Business:**

Approve meeting minutes from April 11 as written by Board Secretary.

A motion was made by Hall, seconded by Mroz, to accept meeting minutes of April 11. The vote was 4-0; motion carried.

**New Business:**

A suggestion was made that maybe it would be more convenient for things to be sent beforehand so that the board was able to review what is sent so that fruitful discussion could be made during the meeting.

**Noel’s Update**

RFQ has was sent to Sargent Corporation, Prock Marine Company, Cianbro, CPM Contstructors out of Freeport, Reed & Reed out of Woolwich, and Wyman & Simpson, Inc. out of Richmond, Maine. Noel has gotten a couple of calls. Prock called, Sargent called and Simpson just to check in, already talked to engineers. This is a serious project and it sounds like they are all working something up for the RFQ. A question from one of the contractors was whether we are having a site visit, for now the answer to a site visit is no. They are welcome to go down to 10 Cold Storage on their own to look at the space. We shouldn’t be meeting with individual contractors at this point. Proposals are expected back from contractors on May 22 from the contractors. We will review proposals and decide whether we want to do interviews and who we want to meet with. We will take a little bit of time to work on scheduling meetings and interviews. Mroz asked how long we had to respond to them about who were are going with. Noel said that we should select someone and iron a few things out in June.

Proposals will be distributed to members of the Harbor Committee, and Greg and Summit Geotech members will weigh in on it and evaluate collectively. It would be beneficial to get the proposals ahead of time so that everyone can have time to review. Noel will put something together so that there is a general consensus from Greg and Noel before we meet so that Harbor Committee can review alone but also know what Greg and Noel recommends.

We’re currently looking at the October time frame to start construction. We have enough time to iron out details and who we may want to interview. Our next meeting is May 22 and we may cancel that if we don’t have anything to discuss and then June 4 will be a selection meeting but we may need to shift that around and give a bit more time for review.

Dan Morris and Randy Elwell confirmed the Select Board process and Noel reviewed how he thinks it will play out during the RFQ process and selection.

After May 22nd, Noel will coordinate with town office to get paper or digital version to the Harbor Committee before the meeting. Morris suggested that it may be easier to read through the proposal and then already have Noel and Greg’s comments right there to read right after so if it came as a full packet of information, it may be easier to read and understand.

Randy asked if they would send references with the RFQ. Yes, they will. Noel and Greg will probably be tracking down those references after, probably not all of the references from everyone but will likely call references from people who we may end up going with.

**Permits**

Army Corp is working through their EA (environmental assessment) and Noel answered a few questions for their contact Shawn today.

DEP is waiting on some review agencies. Permitting deadline is in July and Noel and DEP contact (Jessica) doesn’t think it will take that long, probably June.

**Grant Search**

Some of the grants are planning grants which aren’t applicable to where we are in the process right now. Announcement of awards are usually in March 2020 so not sure how that will work for our schedule. Funding priorities are usually out 2-3 years. Usually you can’t get money to apply retroactively. Maybe a planning grant for the use of the dock or the maintenance of the dock. Shore to Harbor technical assistance grant is a great one to do some planning for the use of the facility or if we’re going to do a management plan for the facility.

**Next Meeting: June 4 at 6 P.M.**

On a motion by Hall, seconded by Mroz, it was voted unanimously to adjourn the meeting. The meeting adjourned at 7:01 P.M.

 Respectfully submitted,

 Crystal L. Tarjick

 Harbor Committee Recording Secretary