

**CONDUCTORLAB OVERSIGHT COMMITTEE**  
**JULY 12, 2023**  
**MINUTES**

Chairman Deuger called the meeting to order at 1:00 PM in the Town Hall

Members present: Mark Deuger, Robert Hanninen, Takashi Tada, and Michelle Collette

**SELECTION OF PEER REVIEW CONSULTANT**

The Committee met to discuss the consultants, interviewed on June 28, 2023, and to decide on which consultant to select.

Chairman Deuger said he received a thank you email from Civil & Environmental Consulting (CEC), but he did not hear from Cooperstown or Weston & Sampson.

The Committee discussed the level of effort for each consultant, the number of hours, and the proposed cost.

Chairman Deuger said he favored CEC because the level of effort is the highest. He said the cost can be negotiated.

The Committee discussed the role of the Department of Environmental Protection (DEP) and the Committee in monitoring the Activities and Use Limitations (AUL) which will be recorded at the Registry of Deeds. *(Please note the AUL was recorded at the Registry of Deeds at Book 81784, Page 405, on July 18, 2023.)*

Committee members submitted their preferences by secret ballot:

Hanninen:     1. Weston & Sampson  
                  2. Cooperstown  
                  3. CEC

Tada:           1. CEC  
                  2. Weston & Sampson  
                  3. Cooperstown

Collette:       1. Weston & Sampson  
                  2. CEC  
                  3. Cooperstown

Deuger:         1. CEC  
                  2. Cooperstown  
                  3. Weston & Sampson

After tallying points (1 highest, 3 lowest) CEC and Weston and Sampson both received 7 points and Cooperstown received 10.

Chairman Deuger said he is more comfortable with CEC based up its higher level of effort. The consensus was to negotiate with CEC on scope and cost as the Committee's first choice.

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The motion was made by Tada, seconded by Collette, to recommend CEC as peer review consultant upon satisfactory negotiation of cost and scope. The motion passed unanimously.

Chairman Deuger and Member Tada will work with the Town Manager on the negotiations.

Chairman Deuger will contact Eric Christodoulatos of Honeywell about funding the peer review.

Meeting adjourned at 2:00 PM.

Respectfully submitted,

Michelle Collette  
Member