

SPECIAL CALL
WAYS & MEANS COMMITTEE MEETING
Municipal Center Council Chambers
July 5, 2022; 12:45 pm

Minutes

I. **Call to Order:** *Chairman Prickett called the meeting to order at 12:45 pm.*

II. **Pledge of Allegiance**

III. **Roll Call:**

Present at the meeting: Dan Prickett, *Chairman*
John D. Labriola, *Mayor*
Maryanne Connelly, *Committee Member*
John Moffitt, *Committee Member*
Dr. Scott Parker, *Committee Member*

Also Present by Phone: Stephanie Tillerson, *Town Administrator*

Also Present: Dorota Szubert, *Town Treasurer*
Petra Reynolds, *Town Clerk*
Brian Gottshalk, *Public Works Manager*

IV. **Approval of Minutes:**

A. Ways and Means Committee Meeting of May 25, 2022

Committee Member Connelly made a motion to approve the minutes of the May 25, 2022 Ways and Means Committee meeting. Committee Member Parker seconded the motion, and it was unanimously approved.

V. **Citizens' Comments: (Agenda Items only)**

None

VI. **Old Business:**

None

VII. **New Business:**

A. Review and Recommendation to Town Council for Approval of the Proposal for Debris Monitoring Services

Mr. Gottshalk stated that after a natural disaster, it is crucial to have professional contractors aid in the recovery effort to ensure a smooth recovery process and to help compile documentation required by FEMA (Federal Public Assistance). Working in conjunction with the emergency debris management contractors is a debris monitoring contractor to accurately document all debris collected and processed by the management contractor for submission to FEMA for reimbursement. Although never activated, the Town has had a contract with All South Engineering to perform the debris management services, which will expire on July 18, 2022.

Mr. Gottshalk stated that Town Staff put together a Request for Proposals (RFP) that was posted publicly on June 3, 2022. The bidding closed on June 21, and The Town received bids from the following firms:

Disaster Programs and Operations
Rostan Solutions
Tetra Tech, Inc
Volkert, Inc

These bids were carefully reviewed and compared based on technical capabilities, price reasonableness, references, and professional experience. After the review, the proposal from Tetra Tech, LLC was recommended for approval.

Committee Member Parker made a motion to recommend to Town Council the approval of the proposal from Tetra Tech for debris monitoring services. Committee Member Connelly seconded the motion, and it was unanimously approved.

B. Review and Recommendation to Town Council for Approval of the Contract with Lou Hammonds Group to assist Town Communication Staff

Chairman Prickett stated the Lou Hammonds Group was engaged to work with the Town on communication issues, most importantly messaging, when many issues face the community. The contract is for three months with an option for a monthly extension for up to nine months.

Committee Member Connelly made a motion to recommend to Town Council the approval of the contract with Lou Hammonds Group. Committee Member Parker seconded the motion, and it was unanimously approved.

VIII. **Chairman's Report:**

None

IX. **Treasurer's Report:**

None

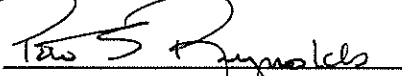
X. **Committee Member's Comments:**

Council Member Parker asked for an update on the engagement of an arborist to look at options to save the tree at the Kestral Court Project, as discussed at the last meeting. Mr. Gottshalk indicated that the contractor was able to make an adjustment to save the tree in question.

XI. **Adjournment:**

Committee Member Parker made a motion to adjourn the meeting at 12:55 pm. Committee Member Connelly seconded the motion, and it was unanimously approved.

Submitted by,


Petra S. Reynolds, Town Clerk

Approved by,


F. Daniel Prickett, Chairman

9-8-22-
Date