

# Water & Wastewater Commission + Selectboard

## Joint Special Meeting Minutes

Town of Plainfield | May 26, 2026 at 5:00 PM

Town Hall Opera House, 18 High St, Plainfield, VT and Zoom

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### Attendees

- Water & Wastewater Commission Members: Mary Lane (Chair); Scott Stewart; Alana Norway
  - Selectboard Members: Peter Youngbaer (Chair); Frances Rose Subbiondo (Vice Chair); Karen Hatcher; Andy Robinson
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### Bid Tabulation

Bidder	Proposed Cost	Completion Timeline	Experience with Plainfield	Key Notes
Aldrich and Elliott	\$36,000	October 31, 2026	20+ years, designed original system	Local knowledge, FEMA experience
MSK Engineering	\$20,600	End of July 2026	None	Not-to-exceed \$20,500, new to Plainfield

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### Meeting Minutes

#### Call Meeting to Order

The meeting was called to order at 5:00 PM for the purpose of opening bids and reviewing and potentially awarding them for the **Recreation Field Road FEMA project**. The meeting was a joint session of the **Plainfield Selectboard and Wastewater Commission**.

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## Changes to Agenda

No changes to the agenda were proposed or approved.

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## Announcements

No announcements were made.

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## Public Comment

No public comments were received.

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## Open Bids on the FEMA Project on Recreation Field Road; Choose Contractor

### Presentation of Bids

Karen Hatcher presented the process for reviewing the two bids received for the **Recreation Field Road FEMA project**. The bids were received digitally and shared via email and on a thumb drive for review during the meeting. The two bids were from:

- **Aldrich and Elliott (A&E)**
- **MSK Engineering**

### Review of Bids

- **Aldrich and Elliott (A&E)**
  - **Experience:** Aldrich and Elliott have a long-standing relationship with Plainfield, having worked on projects for over 20 years. They designed the **wastewater facility upgrade in 1998**, including the sewer outfall that is now being replaced. They also assisted during the flood and have extensive local knowledge.
  - **Scope of Work:** Design plans, specifications, and permitting for the project.
  - **Timeline:** Completion by **October 31, 2026**.
  - **Cost:** **\$36,000** for design and permitting.
- **MSK Engineering**
  - **Experience:** MSK is a newer firm to Plainfield, with offices in Bennington and Shaftesbury, VT. They have not previously worked with Plainfield but are familiar with the region.

- **Scope of Work:** Design plans, specifications, and permitting for the project.
- **Timeline:** Completion by **end of July 2026**, with permitting in August.
- **Cost:** **\$20,600** for design and permitting, with a not-to-exceed amount of **\$20,500**.

## Discussion

The **Wastewater Commission** and **Selectboard** discussed the bids, focusing on:

- **Cost:** MSK's bid was significantly lower (\$20,600 vs. \$36,000). However, it was noted that **FEMA will cover 92.5% of the cost**, leaving Plainfield responsible for only **7.5%**, making the cost difference minimal for the town.
- **Experience:** Aldrich and Elliott's long history with Plainfield and familiarity with the wastewater system were highlighted as major advantages. Past experiences with cheaper bids leading to issues (e.g., change orders, project delays) were also discussed.
- **Contract Provisions:** The bids were reviewed for compliance with Plainfield's procurement policy, which considers cost, experience, and contract provisions (e.g., timing, conditions).

**Tristan MacGregor-Stewart** emphasized that Aldrich and Elliott have consistently delivered high-quality work, including during emergencies like the flood. He also noted that MSK's bid, while cheaper, might not account for all potential complexities of the project.

**Alana Norway** and **Mary Lane** expressed support for Aldrich and Elliott due to their reliability and local expertise.

## Decision

The **Wastewater Commission** voted unanimously to recommend **Aldrich and Elliott** for the project. The **Selectboard** accepted the recommendation and voted **4-0** (with Patti absent) to award the bid to **Aldrich and Elliott** for the **FEMA Recreation Field Road project**.

**Next Steps:** The town will communicate the decision to FEMA and proceed with contracting Aldrich and Elliott for the design phase. A separate bid process will follow for the construction phase.

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## Adjournment

A motion to adjourn the meeting was made and seconded. The meeting adjourned at **5:31 PM** with a **4-0 vote**.