

Grafton Planning Commission

Special Meeting

Tuesday, Sept 16, 7:00 PM

Grafton Town Hall 2nd Floor

<https://us06web.zoom.us/j/81340393010?pwd=TDk5Y3FDaUNYNVBHNmRRVGbWbWRiZz09>

Planning Committee: Eric Stevens, Ron Pilette Buzz Fisher,

Absent: Matt Siano, Les Schwalb

Others in Attendance: Suzanne Welch, Cathy Siano-Goodwin

MINUTES

1. Call to Order

The special meeting was called to order at 4:00 PM to review proposals for the well water testing program under the ARPA grant.

2. Purpose of Special Meeting

The Commission convened to evaluate six proposals received in response to the RFP for well water testing. The discussion emphasized that the intent of the program is surveillance monitoring to detect changes in groundwater quality over time, not remediation or mitigation of contamination.

3. Discussion

- Members noted that all firms were technically qualified but most framed their proposals in terms of remediation rather than surveillance.
- Emphasis was placed on the need for a long-term program (5–10 years) rather than the 3-year structure proposed by most respondents.
- Concerns were raised about costs, contract structure, liability, and ensuring data is provided to the town in a usable format while also shared with homeowners.
- It was agreed that proposals should be clarified to focus strictly on sampling, testing, and reporting, with no expectation of remediation.
- Members discussed pacing the sampling schedule (semi-annual or annual) to extend grant funding and track trends effectively.
- Potential need for legal/contract language was raised to ensure compliance with grant requirements while securing a multi-year contract.

4. Actions Agreed

- Eric will draft clarifying language for RFP respondents, to be reviewed by Matt and Buzz, and sent out by Morgan.
- Clarification will emphasize: focus on surveillance, exclusion of remediation, and preference for a 5–10 year testing program.
- Buzz will review grant and contract language, consulting with VLCT legal resources if necessary.
- Morgan will contact respondents and request revised proposals accordingly.
- The Commission will reconvene to review updated proposals once received.

5. Motions

A motion was made and seconded to direct Eric to prepare clarifying language for RFP respondents, with review by Matt and Buzz before transmission by Morgan. Motion passed unanimously.

6. Next Steps

Follow-up meeting will be scheduled once revised proposals are received. Morgan will also confirm grant reporting requirements and deadlines with the state.

7. Adjournment

The meeting was adjourned at 5:15 pm