

## WMAC Meeting Minutes - December 23, 2020

Attendees: David Crosby – Chair, David Brookfield, Anne Carney, David Hearne, Lealdon Langley, Robert (Rory) McGregor – Secretary, Chris Pimentel – Vice-Chair

Guests: Eric Hooper, Superintendent- Sharon DPW, Rob Terpstra – Water Department Supervisor, Sharon DPW, Antonetta Ackerman – Water Department, Sharon DPW, Margaret McCarthy - Consultant, Weston & Sampson; Rebecca (Gonsalves-Montagne) Navarro - Engineer, Weston & Sampson; Allie Goldberg – Engineer, Weston & Sampson.

1. WMAC minutes for meeting held on December 10<sup>th</sup> were approved.
2. David Crosby moved the committee into Executive Session to review proposals submitted by vendors in response to the Water Department RFP for replacement of water meters throughout Sharon and associated communications network for data gathering/management. Weston & Sampson had already reviewed all technical proposals to determine whether vendors complied with Water Department requirements. WMAC used the evaluation scorecard prepared by Weston & Sampson for assessing the merits of each proposal.
3. The following schedule maps out WMAC's plan for completing the technical review of all proposals:  
January 7 – Review remaining vendor proposals and establish preliminary ranking  
January 14 – Interview 2 vendors  
January 21 – Interview 2 vendors  
January 28 – Establish final ranking for vendor proposals
4. Next WMAC meeting is January 7<sup>th</sup> 2021 at 7:30pm via ZOOM conference call.

Respectfully submitted,

Rory McGregor, Secretary