


Date: June 27, 2023

Subject: Engineering Committee Meeting  
Minutes **Tuesday, June 27, 2023**

To: Board of Directors

From: Engineering Committee and   
Arthur G. Simonian, Executive Director

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**Engineering Committee  
June 27, 2023 Meeting Minutes**

The Engineering Committee met Tuesday, June 27, 2023 at the District Offices, 245 Main Street, Cromwell, Connecticut.

Executive Director, Arthur Simonian called the meeting to order at 1:04 p.m. Chairman, John Dunham attended the meeting remotely at 1:05 PM. In addition to the Chairman, present were Committee Members – David Bauer, Bonnie Anderson, and Liam Mitchell. Also, present were Executive Director – Arthur Simonian and District Engineer – Michelle Ryan. Craig Loucks and Adam Bakhtari from Scentroid were present remotely. Committee Member Don Naples attended remotely. There was a quorum.

Following is a summary of the June 27th Engineering Meeting:

**1) Odor Control Tests and Model – Presentation by Scentroid on Odor Monitoring and Modeling.**

Adam Bakhtari from Scentroid provided a high-level review of their odor monitoring systems, equipment, and software as outlined in their presentation documentation. This documentation was provided to the Engineering Committee members prior to this meeting.

Upon the conclusion of Scentroid’s presentation, Executive Director, Arthur Simonian shared that a full proposal was provided to him and it will be shared with committee members for review.

It was agreed that Scentroid’s systems are different than what the District is used to and there is an obvious need to better understand how the data is presented. Initial thoughts were to get some numbers using Scentroid’s sensors and use that data as a baseline. If their sensors are better than what we currently have, then the District would further explore whether Scentroid’s full suite of equipment would be necessary or if the selection of specific components for odor monitoring and identification would suffice.

Chairman, John Dunham requested a cost structure and executive summary of the proposal be provided. Executive Director, Arthur Simonian mentioned that the estimated cost on the proposal was \$46,000 that included the equipment, data, and support. He went on to say that the equipment, with the modeling, can tell you over time if the source of odor is coming from the plant or elsewhere in the community. The question on the table to discuss at the next meeting is “what would we do with the equipment and how much do we want to invest” given the reason why we are exploring these options.

Committee Member, Liam Mitchell said that with this sensitive equipment, we can also be testing other varieties of smell control systems, get real-time data, and have Scentroid test their product to determine if their equipment would be effective to control our odor issues.

**2) QBS-RFQ, Qualifications Review, Rating and Selection of six (6) Consultants to be invited for interviews.**

Executive Director, Arthur Simonian said he and District Engineer, Michelle Ryan went through the RFQ’s and did internal ratings and point scores independently. It was mentioned that Tighe & Bond has posed problems in the past where they have refused to sign our Terms and Conditions agreements. Feedback on Tighe & Bond received from the Committee Members turned into a unanimous decision to remove Tighe & Bond from consideration for this and future QBS-RFQ’s.

Executive Director, Arthur Simonian said that Engineering Committee Members were provided scoring spreadsheets to choose their 6 highest rankings for each consultant. Some members said they had their top 3 and one member had all 6 of their selections.

Committee Member David Bauer mentioned that he provided his scoring to District Engineer, Michelle Ryan

Committee Members Liam Mitchell and Don Naples will provide their scores to District Engineer, Michelle Ryan by Friday, June 30<sup>th</sup>.

**THE MATTABASSETT DISTRICT**

**Memorandum**

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The plan is to finalize the list of top selections by the next Engineering Committee Meeting scheduled for July 13<sup>th</sup>. Michelle will complete the spreadsheet and distribute prior to July's meeting. It's expected that interviews will begin in August, will be one hour in duration, and no less than one (1) week apart.

**3) Related Business and Staff Updates – Nothing to Report.**

**Adjournment:**

**Mrs. Anderson moved, no second necessary, and the committee approved unanimously to adjourn at 2:33 PM.**

C: Board Members not on the Engineering Committee