



Minutes of the Seabrook Island Utility Commission Special Meeting

November 3rd, 2022

The meeting was held via Zoom conference call with Zoom link published to the public on the Town's website. Meeting was called to order by Commissioner Smith-Jones at 9:31 AM.

Commissioners Present: Smith-Jones, Ferland, Buchman

Others Present: Tommy West and Beth Geiss from SIUC Management. At 9:42 a member of the public joined the call (Jay Sheehan from Woodard & Curran)

Welcome to Larry Buchman as our newest Commissioner.

- 1) Review of the Management Contract with Woodard & Curran beginning 1/1/2023

Overall Process

- Recognizing that the current management contract expired 12/31/2022 unless it was renewed for a subsequent 5 years the Commission, in accordance with legal advice, notified the current contractor of termination effective 12/31/2022 to allow for the bidding process on a new contract.
- 5 potential contractors visited the site early in the year.
- The formal RFP, after Commission and external legal review, was published mid-April, 2022 and 3 bids were received on June 1, 2022.
- June 13th the Commission reviewed each proposal considering several criteria including: emergency response capability, daily site support, project support, company experience and technical qualifications, transition management and employee care as well as overall price.
- The Commission, with external counsel support, entered and concluded negotiations with our lead contractor on a 5-year contract with the potential for renewals.

The Commission discussed the final Woodard & Curran “W&C” contract document noting the multiple benefits an arrangement with W&C will bring to SIUC Customers and SIUC Employees and agreed that the increased cost relative to the current management contract was a good investment for all Stakeholders.

A motion was made by Ferland and seconded by Buchman to approve the W&C Contract. Motion passed unanimously.

2) Initial 2023 Budget and Rates Discussion

- The Commission reviewed the draft budget documents provided by Management.
- The Commission requested that Management cross-check the numbers with W&C now that the W&C contract has been approved.
- The Commission reviewed the detailed assumptions in the budget and discussion ensued.
- The Commission agreed to continue the discussion at the November 16th regular meeting.

A motion was made by Ferland and seconded by Buchman at 10:55 to adjourn the open meeting. Motion passed; open meeting was adjourned.

Executive Session was not needed.

The next regular meeting of the Commission is scheduled for November 16th, 2022 at 8:30 am via Zoom video conference call.

January 25, 2023
Date

Katharine Watkins
Town Clerk