

**AD HOC COMMITTEE MEETING MINUTES**

**Town of Waterford Sanitary District No. 1  
Potential Restructuring & Outsourcing**

**April 24, 2013 at 8:00am**

Commissioners Present: Commissioners Dickinson, McNeiley, and Santaga

Absent: None

Also Present: Administrator Nelson, Attorney Christopher Schultz

Commissioner Dickinson called the meeting to order at 8:04 a.m.

The forth revised draft Request for Proposal (“RFP”) was reviewed with changes and insertions made. The bids will be submitted to Attorney Christopher Schultz and an outside consultant will be hired to review the bid document prior to release and evaluate the submitted bids. McNeiley stressed the liability issues if the commission decides not to accept the lowest bid. Motion made by McNeiley, seconded by Dickinson to authorize Santaga to contact a third party to set up a possible conference and engage this party to review the documents. All in favor. Motion carried. Motion made by Santaga, seconded by McNeiley to adjourn at 9:00 a.m.

Respectfully submitted,

Debbie Nelson  
Administrator