TO: Board of Selectmen

FROM: Justin Sultzbach, Town Manager

DATE: April 11th, 2022

RE: Water and Wastewater Contracts

Board Members,

As reported at your January 19th meeting, the Ashburnham-Winchendon Joint Water Authority has been going through the process of developing an RFP through Tighe and Bond to solicit proposals from interested parties to operate our shared Water Plant with Ashburnham. The current agreement, which was extended one year, is set to expire on October 31st, 2022. The AWJWA is slated to meet again tomorrow (April 12th) for our quarterly review. A discussion of this RFP is on the agenda, and we are expecting a finished product that will be release in the coming month. As always, meeting materials from this gathering will be passed on and reviewed with the Board of Selectmen at an upcoming meeting.

Parallel to this process, our team is working to secure a firm to develop an RFP to solicit proposals from interested parties to operate our Wastewater Plant. As you are aware, this is owned solely by the Town of Winchendon and does not require input from the Joint Water Authority. The current contract is set to expire on June 30th, 2022. This may require the extension of the contract for a short period (a month or so, however not the full year allowable) to ensure we have enough time to meet time requirements for procurement reasons. Should this scenario occur the Selectmen will be notified. We anticipate the RFP to be release in late May/early June – with a more formal timeline to be provided to the BoS within the coming weeks.

A copy of both contracts is included in your packet. No action is needed from the board at this time.