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<b>TO:</b>	Project Team, Jon Earle, PE	<b>DATE:</b>	11/20/2018
<b>FROM:</b>	Kyle M. Coolidge PE, Neil Cheseldine PE	<b>PROJECT NO.:</b>	13926C
<b>SUBJECT:</b>	Windham Wastewater Planning <b>Lippman Site Hydrogeological Feasibility Evaluation - Progress Report</b>		

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This memo is a progress report of the projects ongoing in Windham to summarize work recently completed, provide a schedule update, identify the work anticipated over the next month, and discuss any outstanding issues that need to be addressed.

**Update on Task 2, Phase II - Hydrogeological Feasibility Evaluation (Lippman Site)**

**Recent Progress**

1. Continued coordination with Haley & Aldrich (subconsultant) to continue hydrogeological evaluation and field work.
2. Between 11/6 and 11/16 Haley & Aldrich drilled five borings and installed five monitoring wells on the Lippman Site (B104, MW104, MW104A, B104A, B102, MW102, B102A, B101, MW101, MW103).

**Upcoming Activities**

1. Wright-Pierce to conduct field survey November 27.
2. Groundwater monitoring and testing (Haley & Aldrich) to continue into December according to the schedule below.

**Town's Action Items**

1. Jon Earle to coordinate site access directly with Haley & Aldrich (similar to Phase 1A work).
2. Jon Earle to meet Wright-Pierce surveyor onsite week of November 27 to unlock wells so the elevations can be surveyed.
3. Can Town provide permission to cut the lock on well CHA-2? (well is labeled on figure sent to DEP on 10/24).

## Budget Update

We are on budget, see summary below.

TASK	BUDGET	BUDGET USED	% USED
Phase II HFE	\$116,400	\$10,200	9%

## Schedule Update

Project schedule with key project milestones summarized below. We are still on schedule to provide a draft report in January.

TASKS	MILESTONE
Wright-Pierce field survey	November 27
H&A measure water levels, conduct tests	November 20
H&A measure water levels	November 26-30
H&A measure water levels, collect samples	December 3-7
H&A measure water levels	December 10-14
Field work completed	December 14
Hydrogeological groundwater modeling	December 2018
Draft hydrogeological evaluation report	January 2019
Meeting #3: Present results of evaluation	January 2019
Final hydrogeological feasibility evaluation report	February 2019