

Clothespin Bridge Replacement Project – Agenda 03.20.2018

Facilitator	Michael Borek		
Meeting Organizer	Leslie Palmer		
Date/ Time / Location:	Date: 03/20/2018	Time : 7:00 PM	Location: Town Hall Conference Room
Committee Members	Michael P. Borek, Leslie Palmer, Emmett Bean, Phil Mitchel, Mike Arpino, Spencer Blish, Dee Blake, Betsy Janeway, Craig Fournier		
Absent			
Prepared by	Leslie Palmer and Michael Borek		

		Owner	Action Item
1	Rank Engineering Firms using scoring sheets	Each Member	
2	Develop recommendations for Select Board interviews	Each Member	
	Next Meeting: TBD		

#	Action Items	Action Owner	Due / Review	Status
1	Leslie to Send out the RFQ to the list of Engineering Firms from DOT. The RFQ will also be on the Town's Web Site.	Leslie Palmer	1/24/2018	complete
2	Michael and Leslie to work on a scoring / rating system for Engineering Firms. Leslie will start the spreadsheet. Michael will review and make updates. The committee members will be sent the scoring/rating system and make updates.	Michael Borek Leslie Palmer	2/23/2018	complete
3	Members to read and score each RFQ and return to Leslie	Each Member	3/20/2018	