

## Clothespin Bridge Replacement Project – Minutes 02.27.2018

Facilitator	Michael Borek		
Meeting Organizer	Leslie Palmer		
Date/ Time / Location:	Date: 02/27/2018	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		

	<b>Minutes of February 27, 2018 Meeting</b>	<b>Owner</b>	<b>Action Item</b>
1	<p>The Committee began reviewing the RFQs. To begin, members split into three groups, with three members in each group. It became apparent that the review necessary for each proposal would take much longer than one meeting would allow. Instead, it was decided that members would take proposals home to review and score, to be discussed and ranked at the next meeting,</p> <p>The Committee members will:</p> <ul style="list-style-type: none"> <li>• Take home some proposals from this meeting for review.</li> <li>• Return proposals and scoring sheets to Administrative Assistant Palmer and pick up new ones for review.</li> </ul> <p>Administrative Assistant Palmer will:</p> <ul style="list-style-type: none"> <li>• Compile ranking results for further discussion at the next meeting.</li> </ul>	Each Member	
2	The Committee will choose the top three or so firms to be interviewed by the Select Board	Each Member	
	<b>Next Meeting: March 20, 2018 at 7:00 PM</b>		