

2016 JUN 17 PM 2:11

BELMONT COMMUNITY PATH IMPLEMENTATION ADVISORY COMMITTEE

Town Hall floor Conference Rm.1

Minutes of May 4th 2016 Meeting

In attendance were Committee Chair Russel Leino (arrived late), Vice Chair Michael Cicalese, Brian Burke, Vince Stanton, and Town Planner Jeffrey Wheeler.

Meeting called to order - 6:02 PM

Adjustments to the agenda - None were made

Volunteer Secretary - Brian Burke

The Vice Chair opened with a discussion of the prepared questions for the RFP interviewees and the format of the interview process. Jeffrey described typically how the process would work. Each of the final four bidders would present for 24 minutes and we would have an opportunity to ask questions for the remainder of the 45 minutes.

The Committee felt we needed more time at least - an hour per applicant. Vince inquired as to giving all four groups one set of questions. Jeffrey explained that a lot of our questions will be answered in the presentation stage.

We agreed that we would prepare a list of questions, one generic and a second specific to the individual company.

The Committee would narrow down its choices by Friday May 13th 2016. An agenda is to be submitted for the May 9th interviews where it will be an open meeting in the Selectmen's Meeting Room.

The reference checks are to be split between Brian (Pare Corporation), Vince (VHB and BL) and Michael (BSC Group).

Motion to adjourn at 7:45 PM, seconded and it passed.