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**MEETING MINUTES**  
**Belmont Conservation Commission**  
**March 31, 2014 Meeting Minutes**  
**Room 2, Town Hall**  
**7:00 pm**

APPROVED

**Attendees:**

Members: Jim Roth (Chairman); Margaret Velie, Faustino Lichauco, Miriam Weil, Jeffrey North,  
Conservation Agent: Mary Trudeau

**7:05 Call to Order**

The meeting was called to order by Jim Roth, Chairman.

The Commission read and evaluated each of the seven proposals received for the Clay Pit Pond Intergenerational Walking Path Master Plan proposal. Based on the merits of each proposal, and the qualifications of the project teams, the Commission chose four of the proposals. Each of the proposals consisted of a project team that met the minimum qualifications of the RFP. With the exception of one proposal (MG Associates) each of the proposals showed an understanding of the scope of the project, and provided a scope of services for the Master Plan.

The Commission requested that Mary Trudeau check references for four of the seven proposals. The proponents of these proposals were (in no particular order): Beals and Thomas; Beta Group; Elena Sapora Landscape Architects; and Thomas Wirth Associates. Proposals were also received from Activitas and Stephen Stimson and Associates.

**Adjourn**

Jeff North moved to adjourn the meeting at 9:00 pm; Margaret Velie seconded, and the meeting was adjourned at 9:00 pm. The Commission agreed to reconvene the discussion at the April 8, 2014 meeting of the Commission.