

RECEIVED
TOWN CLERK
BELMONT, MA

2017 MAR 28 PM 2:31

**TOWN OF BELMONT
COMMUNITY PATH IMPLEMENTATION ADVISORY COMMITTEE**

**MEETING MINUTES
April 8, 2016**

Present: Russell Leino, Chair; Michael Cicalese; Vincent Stanton; Brian Burke; Heather Ivester

Staff: Jeffrey Wheeler, Office of Community Development

8:10 a.m. Meeting called to order

Mr. Wheeler gave an update on the feasibility study RFP, noting that the Town had received approximately 45 requests for the RFP to date and that there had been approximately 14 attendees at the preliminary meeting. Members of the Committee responded positively to this update, and Mr. Leino noted that he felt the preliminary meeting had gone well. The Committee then discussed the idea of formally notifying the MBTA now that the RFP had been issued. The Committee agreed to recommend that a letter be drafted to key personnel at the MBTA noting that the Town had issued the RFP and outlining the expected timeline for selection of a consultant and completion of the feasibility study. The Committee further recommended that the letter should be sent by the Board of Selectmen. The Committee also discussed the possibility of Mr. Leino sending informal "heads-up" emails to representatives of other interested Town committees notifying them that the RFP had been issued.

Next, the Committee reviewed and discussed the questions submitted by potential bidders on the RFP, and provided recommended answers. Mr. Wheeler compiled the Committee's input.

Finally, the Committee agreed to next meet on April 25, 2016 and April 28, 2016 to begin review of the submitted proposals.

9:30 a.m. Adjourned