

Planning Board Town Engineer Subcommittee Meeting

Date: May 14, 2019

Meeting start 635PM

Present: Mike Wasson, Leanne Miner

Minutes:

Open proposals, date. 4 copies each - one for Mike, Paul, Leanne and File

7 proposals - reviewed to confirm all requested items were included in proposal. List below.

Discussed approach to selection:

1. Review and rank top 5 by professional experience, references rating (1-1.5), location, and rates.
2. Meet May 23 to review top 5 per each subcommittee member
3. May 23 - Review and agree on consolidated top 5 and agree on discuss references to check. Also agree on list of questions.
4. May 24 - May 28 - Leanne to contact references
5. May 28 Subcommittee meets again to select top 3 and prepare recommendation for Board Review.
6. May 29 Submit to Board for their review and consideration
7. June 5 Present recommendations to PB for decision

Adjourn 840PM

Respectfully Submitted

Leanne Miner

A handwritten signature in cursive script, appearing to read "Leanne Miner".