

Planning Board Town Engineer Subcommittee Meeting

Date: May 23, 2019

Open Meeting at 630PM

Present: Mike Wason and Leanne Miner; Paul joined 810PM

Meeting objective is to review each members top 5 selected from a total of 9 proposals.

Distribute previous 2 subcommittee meeting notes for review and approval next meeting.

Discuss ranking of Town Engineer proposals and the review selection process:

- Subcommittee will choose top 3. If Stantec is not selected in the top 3 then the subcommittee recommends they continue existing projects and may be considered as a 4 option. Discuss selection process with PB on June 5.
- Leanne and Mike will reach out to references with focus on top 3 firms selected and contact references from 4th and 5th selection if time allows.
- Present top 3 and top 5 to Planning Board along with matrix/comments.

Adjourn 850PM

Respectfully Submitted
Leanne Miner

A handwritten signature in black ink, appearing to read "Leanne Miner", written in a cursive style.