

CONSERVATION COMMISSION
October 18, 2012 at 10:00 AM
TOWN HALL, 41 SOUTH MAIN STREET

In attendance:

Members: Ed Chamberlain (Chair), Jim Kennedy, Doug McIlroy,

Staff: Vicki Smith

Review of Proposals for NRI at Dana Pasture property

In response to 15 direct solicitations and posting on the Town website, the Town received 4 proposals for NRI work at Dana Pasture. The proposals were evaluated based on price, number of meetings, days in the field, date by which field work would be completed, experience in Grafton County, experience in prioritizing areas according to resource value and with similar projects, experience working with towns, final products, finish date, presence of wetland scientist, soils scientist, planner or certified wildlife biologist on consultant team, and GPS and GIS availability for documenting and processing the field observations.

Two consultants were agreed to be best suited for the job. Because the group was familiar with the work of both consultants and both had submitted complete and clear proposals, the group decided no interviews would be necessary. Vicki was directed to investigate reducing the price with two consultants. Both were to be asked if they would meet briefly on site for orientation with Commission members. She was also asked if she would confirm the map resources that would be made available as an end product and if the broader regional context would be considered in the report of one consultant. The other would be asked to provide a sample map and whether scenic resources would be included in the report.

Once this data is collected, Vicki will meet with the Town Manager to make the final selection.

ADJOURNMENT: The meeting adjourned at 10:45 AM.

Respectfully Submitted,

Vicki Smith, Scribe