

## **Lee Ad Hoc Racetrack Committee Meeting Minutes September 23, 2014**

**Attendees: B Callen, C Brown, W Lehman, D Cedarholm, A Lelio, T Dronsfield**

1. Minutes from Sept 9 2014 meeting were accepted. Amended minutes from August 26 2014 meeting were also accepted.
2. Group reviewed RFP revised by Tom. All changes were accepted except for: Section 2 Proposal Guidelines, removed "Question One" header, and changed first sentence in paragraph after bullet items to read : "The focus of this RFP is defined above." (the words "in Question One" are to be removed from this sentence). No other changes were suggested.
3. Cary asked about next steps. Dave said that he would take the RFP to the Select Board for review, perhaps as soon as the 9/29 meeting; he will see about getting on the agenda. Group also discussed waiting until a Select Board meeting later in October, but the consensus was "the sooner the better".
4. Per Dave, if Select Board approves RFP, they will then write a cover letter and advertise the RFP.
5. Per Dave, once bids are returned, cost of work will be clear and then Board can decide whether to advance a warrant article to cover the costs. Dave noted that Lee USA Speedway has refused to participate in paying the costs of any study, as they do not think there is currently an issue related to racing noise.
6. Dave also noted that two sound engineering companies were involved in studies of the proposed Dog Day Care on Rt155 in Lee; since that review process is now drawing to a close, those two sound engineering firms may be interested in bidding on this new project.
7. Dave noted that the RFP would be advertised and posted to the Town's web site for 30 days (typical). He suggested that the RFP cover letter indicate that any questions should be submitted in writing, and also that all interested bidders should attend a mandatory meeting scheduled for two weeks into the bid process. Dave suggested that the mandatory meeting be held at the Lee USA Speedway in order to provide potential bidders with a look at the site. Bill was concerned about having the meeting on site at Lee USA Speedway, and he will need to check with the track ownership beforehand. He would also like to have the track's sound engineers and legal team review the final RFP document. Dave noted that the Select Board would be under no obligation to make any changes to the RFP that might be requested by any outside legal teams.
8. Dave asked about the dates for the upcoming Oktoberfest racing weekend, and Bill confirmed it is Oct 10-12.
9. Group set next meeting for Wed Oct 8 at 7pm.