



# TOWN OF UPTON, MASSACHUSETTS

## Upton Library Feasibility Committee

### Meeting Posting & Agenda

#### Details:

Board – Committee – Commission: Upton Library Feasibility Committee

Meeting Day, Date, Time: Tuesday, December 16, 2014, 7:00 P.M.

Location: Town Hall, Ground Floor Conference Room

#### Agenda:

**RECEIVED**

*By Kelly A McElreath at 1:17 pm, Dec 10, 2014*

1. Call Meeting to Order / Review the Meeting Agenda
2. Approve Minutes of 09 December 2014 meeting
3. Request for Qualifications (RFQ) for Owner's Project Manager (OPM)
  - 3.1. Review Draft of RFQ for OPM (vote to approve or revise) – goal: Jan advertisement
  - 3.2. Discuss Rating Criteria for OPM (vote to approve or await revisions to RFQ)
  - 3.3. Assign: submission for advertising, creation of rating worksheet
4. List of Potential Sites
  - 4.1. Review listing of 13 current sites for investigation (including maps)
  - 4.2. Discuss Questions We Want to Consider for Rating Criteria for Sites
  - 4.3. Assign: two (2) sites per committee member for any further investigation needed
5. Audience Participation
6. Future Meeting Date(s)
7. Other topics not reasonably anticipated by the Chairman 48 hours in advance
8. Adjournment

Note: this meeting is a continuation of unfinished business of 09 December 2014 due to lateness of the hour.

#### UPTON LIBRARY FEASIBILITY COMMITTEE

Michelle Goodwin, Chairman

William Taylor, Vice-Chairman

Fran Gustman, Secretary

Linda Arthur, Kelly McElreath, Steven Rakitin, Alan Rosenfield

#### UPTON LIBRARY TRUSTEES

John Robertson, Jr., Chair

#### ADJUNCT MEMBER

Matthew Bachtold, Library Director