



# TOWN OF UPTON, MASSACHUSETTS

## Upton Library Feasibility Committee

### Meeting Posting & Agenda

#### Details:

Board – Committee – Commission: Upton Library Feasibility Committee

Meeting Day, Date, Time: Tuesday, February 10, 2015, 6:00 P.M.

Location: Town Hall, Rm G7, Ground Floor Conference Room

#### Agenda:

1. Call Meeting to Order / Review the Meeting Agenda
2. Approve Minutes of 20 January 2015 meeting
3. Financial Update
4. Communication from Library Trustees
  - 4.1. Re-organize/Assign Tasks (if required) based on update from Trustees
  - 4.2. Re-schedule timeline (if required) based on update from Trustees
5. Library Director Update
6. Request for Qualifications (RFQ) for Owner's Project Manager (OPM)
  - 6.1. Distribution of OPM Submission Packets and rating sheets
7. Potential Sites
  - 7.1. RFP process and Draft RFP discussion (if time allows based on update from Trustees)
8. Audience Participation
9. Future Meeting Date(s) - Tue, 17 Feb regular meeting, selection of interviewees for OPM
  - 9.1. Mon, 23 Feb & Tue, 24 Feb OPM interviews and vote
10. Other topics not reasonably anticipated by the Chairman 48 hours in advance
11. Adjournment

**RECEIVED**

*By Kelly A McElreath at 12:09 pm, Feb 03, 2015*

#### 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