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# TOWN OF UPTON, MASSACHUSETTS

## Upton Library/COA Feasibility Committee

## Upton Designer Selection Committee

### Meeting Posting & Agenda

#### Details:

Committees: Library/COA Feasibility and Designer Selection

Meeting Day, Date, Time: Thursday, July 30, 2015 7:00 PM

Location: Town Hall, Little Town Hall

**RECEIVED**

*By Kelly A McElreath at 10:23 am, Jul 28, 2015*

#### Agenda:

1. Call meeting to order / review agenda
2. Swear-in members of Library/COA Feasibility Committee
3. Elect officers of Library/COA Feasibility Committee
4. Review Library/COA Feasibility Committee charge
5. Site Selection (Library/COA Feasibility Committee)
  1. Review RFPs for Land for Library
  2. Review list of town-owned parcels
  3. Review site selection criteria/process for reviewing/recommending sites
6. Designer Selection
  1. Update Library/COA Feasibility Committee on ranking of designers and proposed designer recommendation to Library Trustees (Designer Selection Committee)
  2. Vote of Library/COA Feasibility Committee on support for Designer Selection Committee recommendation (Library/COA Feasibility Committee)
  3. Discussion/decision on scope of services to be included in contract with designer (Library/COA Feasibility Committee)
7. Project schedule (Library/COA Feasibility Committee)
  1. Review/update schedule as needed
8. Approve minutes of July 21, 2015 (Designer Selection Committee)
9. Audience participation
10. Future meeting date(s)
11. Other topics not reasonably anticipated by the Chairman 48 hours in advance
12. Adjournment

#### **LIBRARY/COA FEASIBILITY COMMITTEE**

Linda Arthur, Robert Fleming  
Fran Gustman, Leah Hagen  
Kelly McElreath, Janice Nowicki  
Steven Rakitin, Alsn Rosenfield  
William Taylor

#### **UPTON LIBRARY TRUSTEES**

John Robertson, Jr., Chair

#### **ADJUNCT MEMBER**

Matthew Bachtold, Library Director

#### **DESIGNER SELECTION COMMITTEE**

William Taylor, Linda Arthur, Fran Gustman, Kelly McElreath, Steven Rakitin, Alan Rosenfield, Matthew Bachtold