

Building and Needs Assessment Committee

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Minutes of Meeting held on 8 Nov 2001

Present: George Moe (Chairman)

Drew Brown

Jeff Hughes

David W. Rego

The Chairman called to meeting to order at 4pm. Tim Smith, the Town Administrator, Rex Peterson, the Assistant Town Administrator, and Mark Vincent, the Director of DPW were present.

The Town Administrator discussed with the Committee a draft of a procedure for the selection of Designers/Architects which he was going to submit to the Board of Selectmen for approval. The procedure included a proposal to establish a Designer Selection Committee composed of the Building and Needs Assessment Committee, the Town Administrator, the Assistant Town Administrator, the Director of DPW, and another Town official from the Department concerned with the specific building project under review. The Committee suggested that the Town officials should be non-voting members of the new Designer Selection Committee.

In the light of new information received, the Committee revised its list of architectural firms selected as candidates to carry out a feasibility study and preliminary design drawings for 335 Main Street. The Committee agreed unanimously that it should proceed to interview the following three firms:


The Office of Michael Rosenfeld Inc

Keenan and Kenny

Domenech Hicks and Krockmalnic Architects

The Committee agreed that the interviews should be held on Thursday 15 Nov 2001.

The Committee adjourned at 5.30pm.


12/7/01