

## Parks Facilities Committee (PFC) Meeting Minutes – July 31, 2014

**PFC attendees:** Patrick Crowley, Robert Dunne, John Hadley, Patrick Inderwish, John Owanisian, Christopher Rucho

- Chairman Inderwish opened the meeting at 7:07PM.

Motion: A motion by Mr. Hadley and seconded by Mr. Rucho to approve PFC minutes of July 22, 2014 was approved.

- The balance of the meeting focused on a review of correspondence received from BETA Engineering concerning negotiation of a contract to develop the Goodale Park Master Plan.
- The following questions for BETA resulted from a review of BETA's "Survey Request for Pricing" document:
  - **Reference bullet point at bottom of page 1: Will the survey extend 50 feet beyond property boundaries?**
  - **Reference bullet point middle of page 2: Please explain the difference between "identifying" and "locating" trees and please explain rationale for only locating 20 trees?**
  - **Reference bullet point fourth from bottom of page 2: Please provide explanation/definition of "BETA Standards"?**
- BETA provided an "Agreement for Professional Services" document which resulted in the following question to be posed to BETA:
  - **West Boylston Town Counsel has drafted an agreement contained within the Goodale Park RFP intended to serve as an agreement between the Town and BETA – Please confirm if the Town's version of agreement can serve as the basis for an agreement between the Town and BETA Engineering?**
- Discussion then turned to a review of an Email ("Subject: Goodale Park – Price Proposal") sent by Mr. Collins of BETA to Mr. Inderwish and resulted in the following points of clarification and questions:
  - **Bullet 2 referencing "AutoCad files": AutoCad files can be obtained from Warner-Larson or Feldman and as built plans will be provided if available.**
  - **Bullet 4 referencing "GIS Information": This information is on-line and accessible from the Town's Website.**
  - **Bullet 5 reference to "Geotechnical Reports": Geotech reports are available only for the Tennis and Basketball Courts.**
  - **Bullet 6 referencing "traffic counts": This will be provided if available and should be obtained from the WB Police Department.**
- Considerable discussion took place on the value of test pits vs. soil borings – the cost of borings is not included in BETA's current fee quote and BETA recommends borings can be more effectively implemented during the "final design" stage.
- The following question for BETA resulted from discussion of soil borings: **Please indicate how many soil borings could be performed in a day and provide an itemized cost (per boring) for the soil borings?**
- It was agreed that the PFC will meet with BETA representatives on Thursday, August 7 at 7PM.
- There being no further business to discuss a motion to adjourn was approved at 8:40PM.