

The Sound View Bike Path and Improvements Oversight Committee
Unapproved Minutes of 4/11/13

The Oversight Committee (OC) met on Thursday, April 11, 2013, in the lower conference room of Memorial Town Hall.

Attendees: Frank Pappalardo, Chairman of the Sound View Commission, Angelo Faenza, Town Resident, Bonnie Reemsnyder, First Selectwoman and ex-officio, and Mary Jo Nosal, Selectwoman and Acting Secretary. The meeting was called to order at 7:30 P.M.

Discussion:

- The previous meeting minutes of 3/7/13 and 3/11/13, were approved without changes.
- The solicitation process was reviewed.
- The committee reviewed the draft legal posting and RFQ which included input from VHB. Revisions were suggested.
- The committee will provide RFQ attachments: a project narrative and draft renderings.
- Target date for posting (close to 4/17). The RFQ is posted for 30 days.
- The revised documents will go to Chris Faulker at VHB by 4/15 for review and approval.
- Final documents will be posted on the Town website, under Current Projects and the Department of Administrative Services website. The legal notice will post to The Day.
- The Finance Director, Nicole Stajduhar, is the town DAS coordinator. She has been asked if she can post the RFQ to DAS.

Assignments:

- Committee will use RFQ to draft a package review matrix, and interview question matrix
- Chris Faulkner will be invited to our next meeting.

The meeting was adjourned at 9:00 P.M.

Next Meeting: Monday, 4/29/13 at 7:30 P.M. at Memorial Town Hall

Respectfully Submitted by Mary Jo Nosal, Acting Secretary on 4/13/13