

## Sunset Committee (SC) Meeting Minutes

**Location:** CI Historical Society  
**Date:** 3/17/2014  
**Present:** Beth Howe, Donna Damon, Ken Hamilton, , Mary Holt (chair), Susan Stranahan, Thor Peterson  
**Absent:** Sam McLean, Paul Belesca, Will Lund  
**Public:** Carol Sabasteanski (also Secretary)

Chair, Mary Holt, called the meeting to order at 5:45 PM.

### Discussion of Presentations

Each committee member shared their evaluation of the presentations on 3/10 and 3/13 from Baker Design, Sevee & Maher and Milone & MacBroom. The emails from Sam and Will were read to the committee. There was consensus that the three presentations were valuable in clarifying for the vendors what the committee's goals are.

### Review of Revised Proposals

Each vendor submitted revisions/clarifications to their proposals after their presentations. Mary distributed copies of the updates and the committee discussed each update in detail. The committee agreed that pursuing grants was important. The pros and cons of choosing each vendor were discussed in detail and there was general consensus on the vendors' relative strengths and weaknesses.

As a result of the discussion, some follow up questions arose, which Mary will pose to the vendors.

Baker: Is the cost of grant work embedded in the pricing, or will it be additional and, if so, how much?

Sevee: Provide more detail on Phase II tasks.

Milone: Provide detail on the pricing for Phase II tasks.

The committee will make its decision on which vendor to recommend to the Board of Selectmen after it has received and evaluated the responses.

A MOTION was made (Hamilton), seconded (Peterson) and unanimously voted to adjourn the meeting at 7:50 PM.

Mary will schedule the next meeting date.

Respectfully submitted,

