

2016 JUN 20 AM 9:18

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Complete Streets Committee Meeting Minutes

MEETING DATE: March 25, 2016
TIME SCHEDULED: 12:00 P.M.
LOCATION: Planning Office
MEMBERS PRESENT: Ellen Moshier, Chair (at large)
Alison Demong (Selectmen)
Gary Schaffer (Recreation)
Kevin Cafferty (at large)
MEMBERS ABSENT: Paul Foulsham (Highways)
Jamie Crystal-Lowry (Planning)
TOWN EMPLOYEES PRESENT: Chris Dilorio, Town Planner

Agenda

Member Cafferty moved to approve the draft agenda. The motion was approved 4-0.

12/18/15, 2/5/16 & 2/26/16 Minutes

Member Cafferty moved to approve the minutes. The motion was approved 4-0.

Review of RFP submissions for Prioritization Plan

The Committee reviewed two consultant responses to the RFP for the Complete Streets Prioritization Plan work. The two consultants were Stantec and Environmental Partners. The proposals were reviewed and each section scored based on the criteria set by the RFP. and the committee determined that the Stantec proposal was more in line with the goals of the committee. Specifically, their approach to the development of the plan and their process for evaluating and prioritizing projects was more in line with what the committee was anticipating.

Member Cafferty moved to enter into a contract with Stantec for the Prioritization Plan. The motion was approved 4-0.

MassDOT will be notified that Stantec has been selected for the Prioritization Plan work and an application for the DOT grant that is available for this work will be submitted.

Member Cafferty moved to adjourn the meeting at 1:15. The motion was approved 4-0.

I certify that the above minutes were reviewed and approved by majority vote by the Complete Streets Committee.

Ellen Moshier 6/17/16