

Public Safety Facility Renovations Planning Committee - Minutes
7:00 P.M. Thursday, May 21, 2009
Durham Fire House

Voting Members – In Attendance:

Ed Mik Jr, Andy Meiman, Frank Behrens, , Christopher Flanagan, David Heer, Duncan Milne, B.J. Joyce, Tom Wilt, Sue Wimler

Voting Members – Absent:

Peter Lowe

Public - In Attendance:

None

Ex-Officio Members – In Attendance:

Francis Willett

Ex-Officio Members - Absent:

Scott Wright, Harry Hall

1. **Call to order** – 7:00 pm
2. **Approval of the Agenda**
Motion to approve: Ed Mik, Jr Second: Duncan Milne
Agenda approved on a voice vote.
3. **Approval of the Minutes**
Motion to approve May 07, 2009 minutes: Ed Mik, Jr. Second: Duncan Milne
Minutes approved on a voice vote.
4. **General Discussion**
Members were asked to consider a distribution of points to be applied to qualifications criteria for scoring. Members were also reminded to think of questions to be posed at interviews. These scoring and questions were discussed and formal list of scoring criteria and general interview questions were discussed. Seven Categories have been defined as scoring criteria components.

Motion to approve the seven categories that have been defined as the interview scoring criteria. B.J. Joyce Second: Ed Mik, Jr. Motion approved on a voice vote.

Interview Meeting Locations:

June 10th @ 7:00pm Firehouse

June 12th @ 7:00pm Firehouse

June 15th @ 7:00pm Firehouse

June 18th @ 7:00pm Firehouse

June 18th @ 8:30pm Opening of Packet #2 & Final Scoring.

5. New Business

Group discussed the Addendum Question submitted by Tom Gribbin – Noyes Vogt Architects. David to send back the groups answers to the questions.

6. Motion to Adjourn

Motion to adjourn: Frank Behrens, Second: Pete Lowe.
Meeting adjourned at 8:05 pm.

Respectfully Submitted,

A handwritten signature in green ink, appearing to read "Francis S. Willett", written in a cursive style.

Francis S. Willett – Secretary
Public Safety Facility Renovations Planning Committee