



TOWN OF MENDON

Council on Aging
62 Providence Street
Mendon, Massachusetts 01756
Telephone: 508-478-6175
Fax: 508-473-7036
Email: coa@mendonma.gov

Architectural and Engineering Study Committee

Minutes – December 6, 2018 Meeting

Attending:

- Committee members Mark Buccchino, Sue Carlson, Diana Carter, Earl Pearlman, Kevin Rudden and Amy Wilson Kent

1. The meeting began at 2:10 p.m.
2. The committee members listed out their rankings for the 7 architectural firms as follows:
 - Abacus Architects + Planners: one 5; one 6, and three 7s
 - Alan Lieb Architects & Associates, P.C.: one 3; two 5s, and one 6
 - Bargmann Hendrie + Archetype, Inc. (BH+A): one 1; two 2s; one 3, and one 6
 - Caitlin + Petrovick Architects, P.C.: two 1s; one 3, and one 4
 - CBI Consulting, LLC: two 2s; two 4s, and one 5
 - Clarke & Greene Architectural Design: two 1s; two 4s, and one 5
 - Lerner Ladd Bartels (LLB): one 2; one 3; one 6, and two 7s
3. Committee members discussed why they gave the various rankings to the various firms, and decided to eliminate Abacus Architects + Planners, Alan Lieb Architects & Associates, P.C. and Lerner Ladd Bartels (LLB) from interviews.
4. The committee decided to set up interviews with the four remaining firms on Wednesday afternoons beginning on December 16, 2018, skipping the next two weeks due to holidays, and continuing in January.
5. Earl raised the issue of what questions committee members will ask the four firms being interviewed. After discussion, the committee adopted Earl's idea to give the firms items to discuss with us:
 - Do you have any preliminary ideas?
 - What is your proposed budget?
 - Assuming a February 1, 2018 start, can you give us a revised timeline?

6. It was agreed that Kevin would contact Clarke & Greene Architectural Design and CBI Consulting, LLC to set up the first two interviews, followed by Bargmann Hendrie + Archetype, Inc. (BH+A) and Catlin + Petrovick Architects, P.C.
7. It was agreed that the next committee meeting will be when the first interview is set up.
8. The meeting adjourned at 2:55 p.m.

APPROVED: 1/9/19