

Facilities Steering Committee, Phase II
Town of Princeton, MA
meeting minutes for 5/8/19
7:30pm at the town hall annex

Attending for the committee: Ian Catlow, Richard Chase, Rick McCowen, Dennis Moore, Larry Todd

The meeting was opened at 7:08 pm.

The minutes of the 5/1/19 meeting were approved with changes.

We reviewed the RFP/RFQ. Ian took notes and will produce a revised copy based on comments made.

We looked first at the evaluation criteria and then the project description. Rick had a number of points he brought up.

There was consideration of potential hazardous material and possible problems with ledge at the Princeton Center site. We need additional information on these questions to allow an architect to make more accurate cost estimates.

The group agreed they should visit the Princeton Center site.

It would be helpful to run a draft of the RFP by an architect or contractor to see if the write up is clear.

There was discussion of design options and the question of needs vs wants.

The FSC should offer to include a member of the selectboard as well as the police and fire chiefs in the review and selection process.

Richard handed out the presentation for town meeting including several pages with backup information, if needed.

There was a comment by a member of the police department that we should be sure to build a facility that meets the needs of public safety.

The meeting was adjourned at 8:50 pm.

Submitted by Larry Todd, clerk