

SPECIAL MEETING MINUTES

Members Present: John Fratiello, David Litrico, Bill Briggs, Toni Moran, Paul Shapiro, John Carrington, Kelly Lyman

Guests: Kathy Ward, Chair Mansfield Board of Education

Staff Present: Allen Corson, Director of Facilities Management; Cherie Trahan, Director of Finance; Derek Dilaj, Acting Director of Public Works; Bill Trietch, Facilities Management Department

1. CALL TO ORDER:

Meeting called to order at 1:03PM by Paul Shapiro

2. APPROVAL OF MARCH 19, 2020 MINUTES:

Mr. Fratiello **moved** to approve the minutes of the March 19, 2020 meeting. Ms. Moran seconded the motion.

The motion **passed** unanimously.

3. REVIEW OF SUBMITTED PROPOSALS/QUALIFICATIONS: ARCHITECTURAL SERVICES:

Ms. Lyman shared a ranking spreadsheet which identified how the applying firms met the requested criteria. Mr. Corson discussed the merits and disadvantages of each firm with the committee. Members shared comments and concerns regarding penetrations, and avoiding potential future leaks. Facilities Management staff shared their top candidates with the committee based on criteria including adherence to schedule, and relevant projects. The committee discussed the pros and cons of interviewing three firms as opposed to four.

4. SELECTION OF BIDDERS FOR INTERVIEW:

Mr. Litrico **moved** to invite Jacunski Humes Architects, LLC, Maier Design Group, and Silver Petrucelli & Associates, Inc. for interviews with the Mansfield Middle School Roof Building Committee on Thursday, April 23, 2020. Mr. Briggs seconded the motion.

The motion **passed** unanimously.

5. ADJORNMENT:

Mr. Briggs **moved** to adjourn the meeting at 2:14PM. Mr. Fratiello seconded the motion.

The motion **passed** unanimously

Respectfully Submitted,

Tasha N. Smith
Executive Assistant, Town Manager's Office