

RECEIVED

MAR 16 2020

WINCHENDON TOWN CLERK

**Winchendon Community Park Building Subcommittee
Minutes, November 7, 2019 .. continued to November 13, 2019**

Present: Keith Hickey, Ken LaBrack, Jane LaPointe, Tracy Murphy, Dave Romanowski

OPM: Suresh Bhatia, Patrick Pisanelli, Ron Votta of Atlantic Construction

Called to order 1 p.m.

Business – Interviewing 3 Design Firm Candidates

1. The subcommittee heard presentations and conducted a Q&A with three firms
 - ABACUS Architects of Boston MA - 1 p.m.
 - Epstein Joslin Architects of Cambridge MA – 2:15 p.m.
 - Turowski2 Architecture of Marion MA – 3:30 p.m.
2. Discussion
 - The interviews provided additional clarity on scope of project and design considerations.
 - The subcommittee was unable to reach a decision on working with either ABACUS Architects or Turowski2 Architecture. We need a better sense of the process the firms plan to use while working with us; the expectations for the working relationship, communication, etc.
 - The decision was made to conduct a half hour phone interview with each firm to address this specific question. Interviews will be scheduled for Wednesday, November 13 between 1 and 3:30 p.m. Jane and Dave will draft the questions, distribute to the subcommittee and Suresh will provide to each firm.

Meeting adjourned until November 13, 1 p.m.

Meeting called to order at 1 p.m.

Present: Keith Hickey, Ken LaBrack, Jane LaPointe, Dave Romanowski

3. Continued the interviews via phone, first with Abacus Architects and then with Turowski2 Architects
4. Motion was made and approved to work with Abacus Architects.
 - Next step is meeting with Abacus and Atlantic Management (OPM) on Tuesday, November 19 at 3 p.m. to confirm scope of services, schedule, deliverables, etc. so that Abacus can provide a contract with fees.

Adjourned 2:30 p.m.

Approved: March 9, 2020