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**Winchendon Community Park Building Subcommittee
Minutes, October 24, 2019 1:00 – 1:40 p.m.**

WINCHENDON TOWN CLERK

Present: Keith Hickey, Jane LaPointe, Dave Romanowski
OPM: Suresh Bhatia, Patrick Pisanelli of Atlantic Construction
Public: Rick Lucier

Business

1. Review RFQs submitted by 5 design firms
 - Each individual had reviewed the RGQs in advance of this meeting
 - There was consensus on the 3 firms to invite for interviews: Epstein Joslin Architects of Cambridge MA; ABACUS Architects of Boston MA; Turowski2 Architecture of Marion MA
2. Next Steps
 - Suresh will contact all 5 firms and set up the interviews with the 3.
 - Interviews will be scheduled for Thursday, November 7 at 1:00, 2:15 and 3:30 p.m.
 - Suresh will also contact the references for each of these 3 firms
 - Subcommittee members are asked to prepare any questions
 - In late February/early March the schematic design and cost estimates should be ready to review with Robinson-Broadhurst, the WCPC and the BPS. Details will be determined as we approach that date

Approved: November 13, 2019