

## **Minutes of the Community Center Task Force**

**Meeting Date: June 22, 2012**

**Call to Order:** A regular meeting of the Barrington Community Center Task Force was held in the Town Council Chamber, Barrington Town Hall. on June 8, 2012. The meeting convened at 8:20 A.M., Margaret Kane presiding.

**Members in Attendance:** Margaret Kane (chair), Edna Kurtzman, Kent Phillips (secretary), Phil Hervey, June Speakman, Ron Winter, Debbie Barchi and Kristen Westmoreland.

**Motion:** A motion was made to approve minutes of the June 8, 2012 meeting. Motion seconded and approved.

**Purpose:** To review, comment and amend the DRAFT Request for Qualifications (previously distributed to the Task Force) soliciting Proposals from qualified firms interested in providing Consulting Services relating to the completion of a study to determine the fundraisings potential through sources such as private donations and a Town bond issue, to fund the construction of a new Community Center and renovations to the Public Library

**Discussion: A review of the DRAFT was generally positive with a few suggestions relative to timing of various deadlines and interview meetings with a “short list” of respondents. The changes include:**

- **Pg 1 Responses – 7/25 vs. 7/13**

- **Pg 2 Schedule – 7/25 vs. 7/13**

**8/16 vs. 7/20**

**9/4 vs. 7/30**

- **Pg 3 Submittals – 7/25 vs. 7/13**

**Also discussed was adding a paragraph regarding financials to assist the respondents in determining the feasibility of the project. Do the firms submitting a Quote need to know the estimated cost of the project (i.e. the result of your next meeting with Gary Graham) and the annual budget for operations so that we can explain these numbers to potential supporters? Should a Graham-Meus floor plan be attached to the RFQ?**

**Next Meetings: July 13 with Gary Graham to review the per square**

**foot cost of the project**

**August 24 to review respondent proposals and  
choose the Consultant**

**Approval: With the above changes, Ron Winter moved to accept the  
RFQ as amended and Edna Kurtzman seconded the motion. RFQ  
approved. See attached revision**

**Meeting Adjourned at 8:50 A.M.**

**Respectfully submitted:**

**Kent Phillips, Secretary**