

Town Buildings Advisory Committee  
July 19, 2022  
5:00 pm

In-person meeting at Town Municipal Offices, 8 Conway Street, South Deerfield

Attendees: Julie Chalfant (chair), Matt Russo, Greg Franceschi, Bill Hildreth, David Wolfram, John Paciorek, Jr., Kevin Scarborough (ex-officio),

Town committee members: Tim Hilchey (Selectboard), Denise Mason (CCI, Planning Board), Trevor McDaniel (Selectboard)

Meeting called to order at 5:03 pm by Julie Chalfant

Reviewed and approved minutes from 5/10/22 meeting. Moved: John Paciorek, Second: Dave Wolfram, Vote: 4-0-0 (Matt Russo and Greg Franceschi arrived after this vote)

Discussion of the process for reviewing the bids for the OPM RFQ for 1888 Building. Julie Chalfant, John Paciorek, Denise Mason, Tim Hilchey and Dave Wolfram will accomplish reviews of the bids against the RFQ criteria. Matt Russo, Greg Franceschi and Julie Chalfant will contact references for City Point, P3 and DAS respectively, and will bring responses to the next meeting.

The goal moving forward:

- Complete reviews of bid packages by Thursday, 7/21/2022
- Contact references by Thursday
- At Thursday meeting, review references, create list of questions for interviews, and discuss progress of bid reviews.
- The following Tuesday (7/26/2022), meet to discuss progress, interview candidates, and vote a recommendation to forward to the Selectboard
- Wednesday, 7/27/2022, the Selectboard will consider the TBAC recommendation

Two members of the public in attendance commented that they are abutters to the building and that they are in support of the project and glad to see Deerfield investing in historic buildings and in the downtown area.

Next meeting will be July 21<sup>st</sup>, 2022, at 5:00 pm.

Meeting adjourned at 5:50 pm. Moved: Dave Wolfram, Seconded: Matt Russo, Vote: Unanimous

Minutes approved August 16, 2022.