

**Main Street Advisory Committee  
June 3, 2014 Meeting Minutes**

Note: Draft Minutes are subject to review, correction and approval by the Committee. Review and approval of Minutes generally takes place at the next regularly scheduled meeting of the Committee.

Meeting commenced at 3:30 p.m. at Town Hall.

**Present:** Committee Members Lee Dunham, Nancy Carlson, Mike Gomarlo, Norm Skantze and P&CD Director Sara Carbonneau. Also present Lena Whipple and Marion Bedard.

Carbonneau stated that the purpose of this meeting is to review the 3 RFPs received for the Main Street project and to recommend a course of action to the Board of Selectmen. She noted that the Board of Selectmen is meeting this evening. In the event that the MSAC makes a recommendation, Carbonneau and Dunham will present it to the Board.

Proposals were discussed. Prior written feedback was received from Barbara Skuly. Oral feedback was received from Scott Self. Skantze suggested that we may want to consider interviewing the engineering firms. However, after discussion the Committee felt that it had enough information to proceed without interviews.

Dunham noted that all three firms have done work in Swanzey before. Skuly's email highlighted strengths of D&K's proposal, including innovative ideas. Carbonneau and Carlson stated that D&K's proposal was certainly the most thorough and the most polished. However, all present felt that SVE's proposal was straightforward and to the point. Members felt that utilizing a local firm for this project would have distinct advantages. Members also noted that they knew many of the SVE team and thought that SVE's team would complement the Town's staff and volunteers. The local, personal connection with SVE, coupled with their very competitive price, led the MSAC to unanimously recommend SVE to the Board of Selectmen.

Meeting adjourned at 4:00 p.m.

Submitted by,

Sara Carbonneau, Director  
Office of Planning & Community Development