

POPE LAND DESIGN COMMITTEE

REGULAR MEETING

NOVEMBER 18, 2022 – 10:00AM (VIA ZOOM)

Call to Order. Present: Vivian Garfein, Lisa McAuliffe, Abeth Slotnick, Tim Sinclair, Curtis Rand and Chris Williams. Absent: Ray McGuire.

Discussion: Draft RFP Letter to Planning Firms.

The RFP Letter, drafted by A. Slotnick, will be sent out by the Selectmen's office with the message that this is Phase 1 of pre-development. The 5 firms are:

- Union Studio Architecture & Design
- FHI Studio
- Barton & Loguidice
- Tyche Planning & Policy Group
- WCA

The document submittal requirements will be due by December 15, 2021, including cost estimates or range for the proposed work. The Committee will have a Special Meeting on December 20, 2021 at 11:00am to review the responses from the planning firms and schedule interviews. Virtual (Zoom) interviews may be scheduled for January, perhaps followed by a short list of in-person interviews.

Schedule for 2022 Meeting Dates

The Committee will meet monthly on the first Thursday of the month at 10:00am via Zoom.

Thursday, January 6, 2022 – 10:00am

February 3, March 3, April 7, May 5, June 2, July 7, August 4, September 1, October 6,  
November 3, December 1

**A Motion to Approve the 2022 Schedule of Meeting Dates** was made by A. Garfein, seconded by A. Slotnick and unanimously **Approved**.

**A Motion to Approve the Minutes of October 18 and November 4, 2021**, was made by S. Slotnick, seconded by T. Sinclair and unanimously **Approved**.

Public Comment – None

The Meeting was adjourned at 10:29am.