**TOWN OF ENFIELD**

**MUNICIPAL FACILITIES ADVISORY COMMITTEE**

**DESIGN TEAM**

**MEETING MINUTES**

**March 24, 2022**

**MFAC Design Team in Attendance:** Tracy Young, Tate Picard, Travis Boucher, Reed Bergwall, and Kim Quirk

**MFAC Design Team Absent:** N/A

**Ex Officio Members in Attendance:** Ed Morris, Town Manager and Shirley Green, Library Trustee

**Ex Officio Members in Absent:** N/A

**Town Staff in Attendance:** N/A

Called to order at 3:31 PM

BUSINESS

The minutes of March 14 and March 24 were discussed. Mr. Morris stated there was one date that needed to be changed on the March 24th minutes. The minutes were accepted by consensus as amended.

Ed Morris opened the meeting and discussed the two RFQ’s received by the Town, one from Bread Loaf and one From Trumbull Nelson. The committee took some time to discuss the plusses and minuses of each RFQ and what was known about the applicants. During this discussion there was discussion about the schedule, the delayed Public Safety Building project and whether or not we could move Whitney Hall forward. Inflation was a concern of the group. It was decided this would be a good question for the contractors. There was discussion about inviting both applicants in for an interview. Ed Morris asked if we follow the same process as last time with the RFP followed by an invitation based on the RFP to the interview or if the committee thought that we could combine this process into an RFP and interview process. The Committee decided to combine the process.

The conversation then turned to interview questions which revolved around the process and approach for construction and construction techniques.

**PUBLIC SAFETY UPDATE**

Mr. Morris updated the committee on the land acquisition for the public safety building. He explained that he, Rob Malz, and BRD had come to a consensus on where they wanted the Northern boundary to be surveyed. Mr. Morris had contacted Pathway’s Engineering to complete the survey so the Town could move towards subdivision of the property.

Meeting adjourned at 4:25 PM