

Historic and Cultural Resources Working Group  
Meeting Notes  
September 6, 2017  
6:30pm – 7:30pm

Attendees: Peter Howard, Steve Makowka, George Parsons, JoAnn Robinson, Dianne Schaefer, Nat Strosberg

Mr. Strosberg stated that the proposal ranking process would proceed as follows:

- 1) Each person will complete an individual ranking form for each of the three inventory update proposals.
- 2) The information on the individual forms will be collected and placed on a consolidated form.
- 3) Price proposals will be opened and the group will make a final decision.
- 4) The final decision will be shared with the Massachusetts Historical Commission.
- 5) The Massachusetts Historical Commission will either provide a final approval or ask the group to reconsider its decision.

Mr. Strosberg stated the purpose of this meeting is for group members to share thoughts about the proposals. Discussion ensued. Ms. Robinson emphasized that Gray & Pape and Wendy Frontiero seem to have more relevant experience than JM Goldson. It was also mentioned that Gray & Pape's references provided negative information about the company. The group agreed that to simplify the individual proposal consolidation process, the proposals should be ranked with numbers: highly advantageous (3), advantageous (2), and not advantageous (1).

The group members agreed to thoroughly review the proposals over the weekend and then upload the individual ranking forms to the dropbox folder. The group scheduled the following meeting for 9.13.17 at 7:00pm. The plan for the meeting is to complete the consolidated evaluation form and then open the price proposals.

The group approved the minutes from 8.3.17 with a 5-0 vote.

The meeting was adjourned at 7:30pm.