

Holliston Council on Aging
Minutes of the Special Meeting
September 26, 2014

Members Present: Bob Malone, Carmen Chiango, Millie Bedard. Frank Caron, Mark Ahronian
Members Absent: Muriel Berman, Lois Hosmer
Staff Present: Linda Marshall

Bob Malone called the meeting to order at 1:06P.M.

Bob made a brief report on the meeting with the Finance Committee on September 23, and the action to approve the funding of materials for the reconstruction of the ramp and side steps at the Senior Center. He also reported on the other items presented to the Finance Committee as future items in the next two years.

Mark then reported on the results of the request for proposals for the engineering study of the parking at the Senior Center, and plan to increase the number of parking spaces. Three responses were received, as follows:

Beals & Thomas Inc., Southboro MA	\$ 23,000
GLM Engineering Consultants, Inc., Holliston MA	\$ 14,000.
AP-Associates, Ali Parand, principal	no quote

Mark compared the items in the proposals, including site review, permitting, and developing of construction specifications. Both proposals included all items, with the Beals & Thomas proposal providing greater detail of the specifics of the components on the project.

Both proposals did not include certain direct expenses. The Beals & Thomas proposal provided some meeting time included. The GLM proposal quoted meeting time billable at \$120 per hour.

Since the AP-Associates proposal did not include costs, it was dismissed.

Mark made a motion to accept the GLM Engineering Consultants proposal for \$14,000, with some additional direct expense TBD, pending a review of the proposal/contract by the Town Administrator. Frank seconded. The vote to accept pending review was unanimous.

The meeting was adjourned at 2:00PM.

Respectfully submitted, Kevin Robert Malone