

Community Center OPM Subcommittee

Meeting Minutes

Dover Town House / Selectmen Meeting Room

March 9, 2020

Members Present: Chris Dwelley, Town Administrator / Luciana Burdi / Dave Billings / Barry Goldman / Ford Spalding

OPM Attendees Jacobs: Michael Lambert (Project Executive), Inga Knox (Project Manager) & Collin Sabin (Assistant Project Manager)

OPM Attendees: KVA: Douglas Karam (President), Steve Smith (Project Manager) & Dan McSweeney (Financial Manager)

Others Attending: Bob Springett (Selectman)

Call to Order: 5:00PM

Regular Business:

For each OPM Candidate Chris Dwelley chaired the meeting and opened with a statement of the project. Expectations for the interview and asked all attendees to introduce themselves with relevant information about each attendee's experience.

- 1) 5:00 PM The Subcommittee asked Jacobs a set of written questions which they will ask of all candidates and received answers.
- 2) 6:00 PM The Subcommittee asked KVA a set of written questions which they will ask of all candidates and received answers.

At the conclusion of each interview Chris Dwelley thanked the attendees from each firm. At the end of the final interview he requested that the OPM Subcommittee member provide him with their written notes to the questions for the Town records.

Adjournment: At 7:15pm the meeting adjourned.

Respectfully Submitted,

Ford Spalding