

**Minutes from Downtown 2020 Committee Meeting January 2, 2013
Room # 309 at 8:30 AM**

In Attendance: Lou Gagliano (chair), Dan Kail, Ken Bernhard, Criag Rebecca Schiavone, and Robert Jacobs

Absent: Gerry Kagan and Valerie Smith-Malin

Summary of Minutes

1. Minutes of the meetings of 12/13/12, 12/17/12, 12/20/12, and 12/28/12 were reviewed and approved without change.
2. Discussions began with a review of the draft letter prepared by Gerry Kagan designed in part to be our status report and the basis for our request for town funds. Consensus was that the document needed to be redrafted, Chair agreed to do and send it to the group. Also that the thoughts contained in a letter from Don Bregmann forwarded to the Chair to help in this process would also be forwarded to the Group. Included in the redraft would be a clear ask for the funds required and a request for an extension of the present 3/31/13 expiration of our Charge.
3. Discussions and observations were forwarded as to the meetings with the last several Consulting candidates. It was agreed that the firms of Wallace Roberts and Todd and Buckhurst Fish and Jacquemart were the prime candidates for consideration. Chairman noted that both groups were working on their proposals. It was agreed that a target date for their response be established as 1/9/13 with the Chairman to deliver this message to the candidates. It was also agreed that as each was received that they would be distributed immediately.
4. Meeting adjourned at 9:55 AM.