

**Minutes from Downtown 2020 Committee Meeting June 6, 2013
Room # 309 at 8:15 AM**

In Attendance: Lou Gagliano, Bob Jacobs, Ken Bernhard, Gerry Kagan, Craig Rebecca Schiavone, and Dan Kail

Absent: Valerie Smith-Malin,

Summary of Minutes

1. Minutes of previous meeting of May 23, 2013 were approved without change.
2. Committee noted with appreciation the unanimous resolution of support of the P&Z Commission for the Downtown 2020 process. Committee suggested that the Chairman follow up with the Commission's chair as to ongoing coordination.
3. It was decided not to meet at this point with PJ Smith one of the consulting group, which contacted Chair as they were travelling in the area next week.
4. Chair introduced Ms. Jessica Newshel who he is proposing for review by the Committee for addition to the Committee, Chair distributed her resume. Ms. Newshel gave a brief summary of her background as an urban planning professional.
5. It was the consensus of the group that the proposal of SSCE Engineering was not strong enough for consideration. Committee authorized Chair to contact and write a letter of non-engagement to SSCE Engineering.
6. Discussions turned to the planning of the next 60 days including review of proposals and request for funding. It was the consensus of the group that we should move towards a request for funds, and that preliminary contact is made of the Board of Finance, that the First Selectman be notified of this strategy and his support sought. Chair agreed to begin this process. It was decided that the ask should be an amount not to exceed \$175,000.

7. In order to proceed with the review of the proposals the draft list of consultant deliverables prepared in draft by Gerry Kagan, and the consultant evaluation score sheet prepared by chair in draft form, copies available at the meeting, would be reviewed and finalized at the next Committee meeting.

8. Chair requested that members read the remaining six (6) proposals if possible by next week's meeting. Chair confirmed those who had copies and promised to provide those members copies of the missing ones.

9. Meeting was adjourned at 9:10 AM.