

**SYMMES ADVISORY COMMITTEE  
MINUTES  
June 13, 2002**

Bailey	Dohan*	Privitera**	
Carey*	Friedman*	Reedy*	
Carr-Jones*	Foskett*	Rehrig*	
DeCoursey	Hurd	Walkinshaw*	

\*Indicates Present \*\* Rev. Fisher Privitera is currently on sabbatical. She will rejoin the Committee in the Fall.

Participants: Alan McClennen, Director of Planning and Community Development,  
Nora Mann, Arlington Redevelopment Board

Charles Foskett, Chairman, called the meeting to order at 7:15 p.m.

APPROVAL OF MINUTES: Due to the absence of the Committee Secretary, review of the minutes of the previous meeting was postponed.

CONSULTANT SELECTION: Mr. Walkinshaw reported that the consultant selection task force, consisting of Arlington Redevelopment Board members John FitzMaurice and Ed Tsoi, and Symmes Advisory Committee members Allen Reedy and himself, had met the previous Monday. At this meeting, informed by the joint discussion of the SAC and ARB following the consultant interviews, the task force had selected Vanasse Hangen Brustlin, Inc. (VHB) as the first choice for a consultant team for the Symmes project. Mr. Walkinshaw explained that the task force had chosen not to select an alternate consultant team, determining that another round of evaluation would be necessary if a contract could not be reached with VHB.

Mr. Walkinshaw reported that the task force had also presented their consultant team recommendation to the Arlington Redevelopment Board on Monday evening, and that the Board had voted to approve their recommendation. Mr. Walkinshaw put forth a motion for the SAC to confirm the ARB's choice of the VHB consultant team for the Symmes project.

Mr. McClennen reported that he had checked the VHB team's references, speaking with representatives from the Massachusetts towns of Greenfield and Williamstown. Both gave positive reports on the quality and timeliness of the firm's work. Mr. McClennen also reported that his, and the ARB's, previous experiences with the firm in the Town of Arlington had been positive.

The Symmes Advisory Committee voted unanimously to confirm the Arlington Redevelopment Board's selection of Vanasse Hangen Brustlin, Inc. as the consultant team for the Symmes project.

Mr. McClennen stated that the next step would be to ask VHB for a contract, which would include the RFP, schedules and their proposal. Signing, he anticipated, would occur sometime next week. Mr. Foskett and Ms. Friedman volunteered to work with Mr. McClennen, Mr. Maher and Ms. Mann to prepare the contract.

Mr. Foskett thanked Mr. McClennen, the RFP and Consultant Selection Task Forces, as well as the ARB and SAC for their outstanding work to bring about the successful selection of the consultant team. Mr. Reedy suggested that the SAC prepare an update report for Town Meeting, along with an invitation to the All Hands Meeting; Mr. Foskett agreed to do this.

ALL HANDS MEETING: Committee members presented ideas for the All Hands Meeting to be held on the evening of June 27th at the Symmes site. The Committee agreed to begin the business portion of the meeting at 7 p.m. and to have a social hour with light refreshments in the cafeteria from 6 to 7 p.m.

Mr. Foskett presented a draft agenda for the all hands meeting. The agenda included short presentations by the Chairs of the ARB, SAC and SAC Working Groups, to be followed by a motivational introductory presentation by the consultant team and a master schedule of Symmes milestones and events. The Committee discussed and approved the agenda.

Several Committee members expressed the desire to have the Working Group Chairs meet with the consultant team before the All Hands Meeting. Mr. Foskett agreed to contact VHB and attempt to arrange a meeting before June 27th. Working Group Chairs were urged to meet with their constituent Groups within the next few weeks, prepare brief presentations of their work to date, and determine what they will require from the consultants.

The meeting adjourned at 9:10 p.m.