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By Darlene Brady at 8:53 am, Apr 16, 2021

TOWN OF KENT
PLANNING AND ZONING COMMISSION
41 Kent Green Boulevard, P.O. Box 678, Kent, CT 06757

The POCD RFP Review Subcommittee held a special meeting on Thursday, April 15, 2021, at 7:00 p.m. via zoom.

1. CALL TO ORDER

Mr. Winter called the meeting to order at 7:06 p.m.

2. ROLL CALL AND APPOINTMENT OF ALTERNATES IF REQUIRED

Commissioners Present: Matthew Winter, David Birnbaum, Marc Weingarten
Staff Present: Donna Hayes, Land Use Administrator
Guests Present: Mr. Kevin Grindle and Mr. John Steinmetz from Anchor/Barton & Loguidice

3. NEW BUSINESS:

3.A. POCD Bid Opening in Response to RFP due March 26, 2021.

In order to save time, it was decided that the RFP's would be officially opened tonight and will be discussed at a special meeting scheduled for Thursday, April 22nd at 7:00 p.m. This would give the subcommittee some time to review each proposal. It was decided that a google doc will be created by Mr. Birnbaum containing questions for each submitter and circulated to each member of the subcommittee. All questions will be submitted to Donna Hayes for distribution to each submitter.

The RFP's were officially opened in order of receipt:

1. Planimetrics – opened at 7:13 p.m.
2. FHI Studio – opened at 7:13 p.m.
3. Anchor, a Barton & Loguidice Company – opened at 7:14 p.m.

Since both Mr. Grindle and Mr. Steinmetz were present at the meeting, the subcommittee asked for a brief introduction and background history. Mr. Birnbaum would like to see the other applicants have the same opportunity to present a brief introduction and background history if they are present at the April 22nd meeting. Both Mr. Winter and Mr. Weingarten agreed.

TOWN OF KENT PLANNING AND ZONING COMMISSION
SPECIAL MEETING MINUTES FOR APRIL 15, 2021

These are draft minutes. Corrections may be made by the Commission at the subsequent meeting. Please refer to subsequent meeting minutes for possible corrections and approval of these minutes.

4. ADJOURNMENT

Mr. Birnbaum move to adjourn at 7:45 pm. Mr. Winter seconded and the motion carried unanimously.

Respectfully submitted,

Donna M. Hayes

Donna M. Hayes, CZEO