Members Present: Bill Gerrish (chair), Melanie Kolek, Jim Curtin, Randy Dill, Bob Casner, and Mark Walter.

Will Brady and J.T. Smith were absent.

Call to order 7:30 pm
Mr. Walter was appointed as a voting member in place of Mr. Brady.

Agenda Approval Motion made by Mr. Gerrish; second by Mr. Dill. Changes were made to the agenda to reflect to proper date of May 29, 2019 as a prior meeting date.

Motion carried.

Approval of Minutes (May 22, 2019) Tabled. (May 29, 2019) Motion made by Mr. Casner, seconded by Mr. Curtin, to approve the minutes with edits to the paragraph break of those in attendance and those who were absent. (June 12, 2019) Minutes approved as drafted. Motion made by Mr. Casner, seconded by Mr. Curtin.

Review of draft RFP
There was discussion about the draft RFP including particular modifications. Mr. Lyman advised that this draft was offered as a suggestion but the committee is in charge of determining the final product.

The following proposals for corrections:
- Change all references in draft from Qualification to Proposal, and all references of RFQ to RFP.
- Pg. 2 – change first line to “sale, lease, or other proposal”
- Pg. 2 – 2 p.m., 2019: date needs to be inserted
- Pg. 2 - bound copies of the RFP requested
- Pg. 2 – change number of submittal copies for each committee member and Selectman’s office (12 proposed)
- Pg. 2 – reword the release of the document stipulation. Discussion was had about when to release the two documents and requirements for release under the FOIA.
- Pg. 4 – first sentence: “solicit a proposal from the approved (or selected) development team in response to the town’s request for qualifications.”
- Pg. 4 – and community benefits, “and complments the town’s historic character.”
- Pg. 5 – Vision for East Haddam, “Asthetics” and author’s vision of including the former town office building and River House be incorporated.
- Pg. 12 to top of P. 13 – change to reflect an alternative for other type of joint venture “modified pilot arrangement” – acceptable alternative language
- Pg. 13 – Delete 11(a) – redundant
Next Steps
Mrs. Kolek will draft changes as discussed at the meeting and circulate the draft with tracked changes to the committee for review in advance of the upcoming special meeting.

Audience of Citizens
None.

Next special meeting: July 10th at 7:30 p.m. at EH Municipal Office Building.
Next regular meeting: July 24th at 7:30 p.m. at the EH Municipal Office Building.

Adjournment 8:47 p.m.
Mr. Curtin made a motion to adjourn. Seconded by Mr. Casner.

Motion carried.