



Minutes
Business Development Committee Meeting
December 12, 2019
Stone Environment Office-3rd Floor, 535 Stone Cutters Way, Montpelier

Attendees: David Healy, Jeremy Hansen, Greg Kelley, Siobhan Perricone, Chuck Burt, Jerry Diamantides, Ken Jones, Andrew Gilbert, Michael Birnbaum, and Jeremy Matt.

1. Public Comment-None
2. Other Items for Agenda- None
3. Adopt Minutes from December 2, 2019 Meeting
 - a. Motion by Ken, Seconded by Jeremy Hansen
4. ***Went into Executive Session*** at 5:20 motion by Jeremy Hansen, Seconded by Siobhan to Discuss, Review Composite Rankings of Proposals Submitted in Response to RFP; and Recommend Firm(s) for Action by Entire Board **Out of Executive** Session 6:15 motion made by Jeremy, Seconded by Siobhan
5. Motion by Jeremy Hansen, Seconded by Siobhan with unanimous agreement on selecting top two proposals to present to full board—1. Tilson and 2. Interisle with following subcommittee task assignments:
 - i. Committee of Jeremy Hansen, Chuck, Greg & Andrew will call references on Friday and Monday
 - ii. Committee of Ken, David, and Jeremy Hansen will call top 2 with questions compiled by Ken.
6. Other Business -Motion to schedule BD Meeting Tuesday, December 17th at 5:00 to review newly gathered information for presentation and final decision by full board.
7. Adjourned at 6:28 Motion by Jeremy Hansen, Seconded by Siobhan

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