

**ADA COMPLIANCE SUBCOMMITTEE –Meeting Minutes**  
Wednesday, December 6, 2017 – 6:30 PM  
Cheshire Town Hall, 84 South Main Street – Council Chambers

Members Present: Richard Clavet (Chairperson)  
David Arai  
Phillip Bowman  
Jim McKenney  
Richard Levy

Additional Present: Mark Nash, Public Building Commission  
George Noewatne, Director of Public Works and Engineering

The meeting was called to order at 6:30 PM. A quorum was determined to be present.

The subcommittee reviewed the proposed RFP.

Electronic submission, in the form of a CD or memory stick, will be requested in addition to paper copies.

**Moved by Richard Clavet and seconded by David Arai to recommend that the PBC authorize an RFP for design services. The motion carried unanimously.**

**Moved by Jim McKenney and seconded by Richard Levy to adjourn at 6:45 PM. The motion carried unanimously.**

Respectfully submitted,

---

George Noewatne, Director of Public Works and Engineering