



Board: Municipal Buildings Committee

Day & Date: Friday, September 10, 2010

Time: 9:00 am – 4:00 pm

Location: Old Library – Children’s Room

Description:

From time to time, between now and the end of December (typically on a Friday), some members of the Municipal Buildings Committee will meet to prepare alternatives schemes for the various buildings.

These are ‘working sessions’ in which building programs and layouts will be developed and building systems will be analyzed. Drawings of layouts, spreadsheets of areas and written descriptions of systems will result from this process; they will support the cost estimating process and ultimately be used to generate alternative scenarios for renovating the facilities.

Because these sessions will likely be attended by a quorum of the Municipal Buildings Committee, they will be posted. Agendas and minutes will be prepared. In light of the fact that these are open-ended working sessions, the agendas will identify the buildings to be addressed and the minutes will record the issues considered. The ‘product’ of these sessions will not be ‘resolved’. Considerable work of-line will be required to create coherent documents. Such documents will be presented for review and discussion at regular MBC meetings. At that time they will be appended to the minutes and made part of the record. They will also be the major focus of the Town Workshops.

Coordination with consulting engineers and cost estimators may occur during these sessions. Engagement with the various user groups will also occur.

Agenda items:

- Town Hall and old fire state – buildings and site
- Hildreth house – buildings and site
- Old Library – buildings and site