

# TOWN OF HARVARD

## MUNICIPAL BUILDING COMMITTEE



### Meeting Minutes – Meeting # 37 – 23 February 2012, 7:00PM – 8:30PM, Hildreth House Attendees

Peter Jackson, Lou Russo, Doug Coots, Chris Cutler, Wade Holtzman

Marie Sobalvarro, Ron Ricci, John Sayer-Scibona, Drayton Fair, Lucy Wallace

#### 1. Approve minutes

The February 16 minutes were read and unanimously approved as amended on a Jackson/Russo motion.

#### 2. Invoice Approvals

No invoices to approve from DTI or LLB.

A proposal on energy modeling for Hildreth (for \$6600) was passed around for review.

#### 3. Review of Cost Estimates an Project Budget

Lou spoke with Jason on the phone earlier today and discussed some specific areas in the cost estimate (specifically Town Hall) worth taking a closer look at, including:

- General conditions and requirements seems high; a number that is important to get right, because it balloons through the rest of the report.
- Cost of the wood frame; 38 is a high number, Lou has recently seen 15.
- Finished carpentry: Some potential overlap in line items 87, 91
- Total for HVAC: the energy modeling might help reduce this number; we will have to make a judgment on how we want to present this number.
- Ceilings – assume soft ceiling on 1<sup>st</sup> floor, hard ceiling for 2<sup>nd</sup> floor; cost difference could potentially total \$20,000.00.

Drayton took Lou's notes and ran through a quick exercise to readjust the cost estimate for a total potential savings of \$108,518.00. Lou's and Drayton's notes will be passed onto the cost estimator.

A Jackson/Coots motion to move stage and lift cost into the base price construction budget (with a footnote that the stage and lift will not be funded by the town) but leave slate roof as alternate was unanimously approved.

Stage is an attractive philanthropic donation. Lou has concern about tipping over the \$4mil mark, he thinks we might have too much inflation in our estimates and is willing to accept a little more risk. Drayton will incorporate Lou's notes into cost estimate for both buildings; LLB will talk with estimator and will report back. Drayton reminded everyone that we can quote number and they can make it fit.

#### 4. Budget Review

John will include newly updated numbers in budget and reissue. Furniture has already been reduced (furniture estimate provided by LLB is based on recent work in Walpole). Interior design reduced to \$13K and will be designated FF&E design services.

Marie shared that the biggest concern over Town Hall plan is the potential impact to the individual taxpayer.

Tim Bragan is re-examining relocation to old library. John will coordinate with Tim to find an accurate number for relocation costs.

5. Presentation Preparation

The plan is to show a simple schedule and budget at the BoS and CPIC presentation next week. Show project total first and then build in detail. Pete and Marie will coordinate on slides (budget, schedule, warrant logic and funding sources) and send them to Drayton to include in presentation.

The \$1mil from CPC should be noted in John's budget. Slides will be distributed via email for comment.

Marie suggests that the focus of the presentation remain Town Hall, report on Hildreth with the reminder that COA will have time for fundraising.

Doug suggests marking on the schedule when we move out and move back into Town Hall (and same for Hildreth). Hildreth budget will be closely examined after the BoS presentation including discussion on how to break out what is expected to be privately funded. A March 6<sup>th</sup> presentation has been scheduled for Hildreth users. Doug suggests leaving elevation drawings in Hildreth for community members to review.

Hildreth parking should be closer 30 spaces (keeping in mind maintenance costs).

6. Final Comments

Next meeting is scheduled for Thursday, March 1 7PM at Volunteers Hall.  
Meeting tentatively scheduled for March 8, time and place TBA.

Pete anticipates invitations for events to present designs; like COA and League of Women Voters.

A Jackson/Coots motion to approve the energy proposal for Hildreth subject to approval by HEAC is unanimously approved,

Meeting adjourned on a Jackson/ Holtzman motion.

Rachel Holcomb