

TOWN OF HARVARD

MUNICIPAL BUILDING COMMITTEE



Town Hall and Hildreth House Site Visit, Wednesday, July 27, 2011, 10:00AM

Attendees

Pete Jackson, Doug Coots, Lou Russo, Wade Holtzman, Marie Sobalvarro and Lorraine Leonard

Reminder – all proposals are due Thursday, August 4th at 2PM.

There were no procedural questions for Lorraine.

What work will be done to the Town Hall's exterior with the \$100,000 allocated by CPC?

A preservation architect has been engaged and a targeted portion of the funds will be used to restore a targeted portion of the building's façade. Both projects will progress in parallel.

Would the project include an addition to the Town Hall?

In order to make the 2nd floor handicap accessible "bump-outs" are necessary for an elevator and for an emergency egress stair in the rear of the building. Any expansion would probably be something that would be discussed more when we consult with an architect.

Is there a basement in the Town Hall?

There is, but has very little usable space as most of it is crawl space. There is an attic which could possibly be converted into usable space. Elevator access would be difficult.

Should the 3rd Floor of the Hildreth House be "closed off?"

In order to present the project as "feasible" at the ATM the third floor was not considered as a part of conceptual design.

Are there water issues in the basement of the Hildreth House?

Some of the basement floor is on ledge. Water is getting into the basement most likely where the foundation and ledge meet.

Have HazMat schedules been set?

No. The committee would like to have hazmat surveys and removals done before any construction begins.

What are the property lines?

The Hildreth House sits in the approximate geometric center of property which covers 5.7 acres.

What is the total budget for the project?

A range of options for Town Hall and Hildreth House can be found in the February 2011 MBC report. The MBC recommended the two-phase plan for Town Hall and the expansion plan for Hildreth House. The total project budget cannot be set until schematic design and public involvement is completed. Using the MBC recommended plans, the total project cost for both buildings would be about \$6.3 Million.

Attachment: Sign-in sheet.

UHM SERVICES, SITE BRIEFING Sign-In Sheet

Company	Printed Name	Other Attendee	Signature
ANC Consultants	James Smith		
Atlantic Construction	Suresh Bhatia		Alt
BaySide Engineering	Rose DiFrancesco		
Coast and Harbor Assoc.	Alex Pollard		
Construction Monitoring Serv.	Jo-Ann Corsi		
Daedalus	Eileen Curto		Eileen Curto
Design Technique	John Sayre-Scibona	PIETRE ERIKSSON	John Sayre-Scibona
Diversified Project Mgmt.	Carolyn Hem	FRANK KENNEDY	Frank Kennedy
E. R. Racek Assoc.	Eugene Racek		
Guerriere and Halnon, Inc.	Jim Sullivan		
Hargmann Hendrie & Archetype	Grace Easton		
JCJArchitecture	Jacqueline Block		
John Sargent, PE	John Sargent		
Lincoln Consultants	Michael Melnick		
Masiello Construction	John Masiello		
NETCO	Christina Gentile	Tom Kondek	Tom Kondek
P3 Project Planning Prof.	Tamara Machuch	ROBERT TODISCO	Robert Todisco
Pomroy Assoc.	Taylor MacDonald	RENEE POMROY	Ree
Reed Construction Data	Craig Jalbert		
RFWalsh	Patricia Charek	INGER HANKE-FOLEY	Inger Hanke-Foley
Rider Lovett Bucknail	Ashley Hill		
RISE, Arcadis	Andrew Vo		
Riverside Engineering	Dennis Unger	-	
RS&H	John Gerrish		
Skanska USA	James Jones		
Tighe & Bond	Jessica Brand		
Vertex	Kara Hackney		
Weston & Sampson	Danielle Roback		
William Turner Contractor	Thomas Monticup		