

# TOWN OF HARVARD

## MUNICIPAL BUILDING COMMITTEE



**Meeting Minutes** – Informal Discussion (Meeting # 16) – 31 August 2011, 7:00 – 7:30PM, Hildreth House

### **Attendees**

Lou Russo, Wade Holtzman, Ron Ricci, Marie Sobalvarro

1. Wade will ask Lorraine for rate sheet from 5 years ago (library project).
2. Lou will speak with people connected to Westford project for comparable rate information.
3. DTI wants closer to 40K. Marie -- their rate is their rate, but we can manage their time.
4. Wade pointed out that we have to use the OPM for certain tasks to fulfill legal requirements, but we can cover the rest. (But this was not how we envisioned using the OPM.)
5. Wait for all committee members to return and then make a decision on contract.
6. 1<sup>st</sup> priority is to get the architect RFQ ready. Assemble what we have so far so we will have something ready for when everyone is back.

Next meeting is scheduled for Tuesday, September 6, 7:30 AM at Old Library

Rachel Holcomb

Approved