

Town Hall Construction Committee
2/9/15 Meeting Minutes
7:30 a.m. at Town Hall

Members present: Laura Andrews, Bill Barton, Pablo Carbonell, Al Combs, Jack Guswa, Rick Maiore. Others present: Tim Bragan (Town Admin. and Board of Selectmen liaison), Marie Sobalvarro (Assist. Town Admin.), Steve Kirby (OPM)

Rick called the meeting to order at 7:30 a.m. and the 1/20/15 minutes were approved as written.

Town Administrator Report: Tim said there is still discussion on whether to keep the external stairs to the boiler room or to fill in that area. LLB design drawings show it filled in. We discussed access, machine maintenance, and safety issues. Steve said we need to make a decision before sub-bidders make their bids. We will resolve in one of our next meetings.

Historical Commission: The Commission's provided Jack with a list of 19 issues that members of the Commission raised as potential issues. The Committee reviewed and discussed the list, flagging items that it deemed were requirements for obtaining a certificate of appropriateness. The other items appeared to be recommendations. Rick said that more discussion would take place before the 2/18 public hearing. **Tim will provide Pablo with a full set of full-sized plans** so he and Jack can prepare for the 2/18 hearing.

Planning Board: Jack said that Town Planner Bill Scanlan said that the Committee should meet with the Planning Board to describe the changes, but that a site plan would not be needed. Marie said that it would be a review, not an approval. **Jack will get on the Board's agenda.**

OPM Report: Steve said that the design drawings are 90 percent done. The updated budget report was preliminary and needs further review.

Calendar: Updated as of 2/9/15:

- 2/11 – ad for bids runs
- 2/18 – site walk for subcontractors with architect
- 2/18 – 100 percent design drawings due
- 3/4 – subcontractor bids due
- 3/13 – general contractor bids due
- 3/13 – THCC, OPM, architect review bids and do due diligence on contractors
- 3/24 – THCC recommends GC to BOS
- 4/13 – building emptying starts
- 4/20 – building ready to start construction

Next meeting is scheduled for 7:30 a.m. Monday, February 16, in the Town Hall meeting room.

Rick adjourned the meeting at 8:55 a.m.

Laura Andrews, recorder