TOWN OF HARVARD
TOWN HALL CONSTRUCTION COMMITTEE

06/08/2015 Meeting Minutes

8:30 a.m. at Hapgood Room at Interim Town Hall

Members present: Bill Barton, Pablo Carbonell, Al Combs, Jack Guswa, Rick Maiore. Others present: Tim Bragan (Town Admin.) Marie Sobalvarro (Assist. Town Admin.)

Rick called the meeting to order at 8:30 a.m. and the committee approved the 06/02/2015 meeting minutes.

- First request for payment has been received. Vertex and LLB have both approved payment be made. THCC voted to approve payment.
- Discussed invoice approval process. Vertex and LLB review and provide to Town Administrator (TA). TA will have invoice scanned and distributed electronically to THCC. Red Team will review and provide comments to Laura within 72 hours of receipt of invoice. Laura will notify TA regarding results of THCC invoice review.
- Three documents were provided by LLB.
  - May 14, 2015 Schedule of values
  - May 18, 2015 Submittal Procedures
  - May 18, 2015 Construction Progress Documentation
- THCC voted to advise LLB to change from Marmoleum flooring in room 106 to less costly alternative.
- TA to review draft plan regarding office space needs to reconfigured space for rooms 108 and 109. (Drawing SKA 004)
- Jack Guswa to show Hatteras Georgetown Gray shingle sample to HHC members.
- Several THCC members have difficulty attending the THCC meeting and the weekly construction progress meeting when they occur on different days. The THCC preference is to have the meetings be on the same day, preferably Monday. Rick to raise this issue with LLB, Vertex and GVW.
- Discussed fire suppression add-ons and the $29,000 price tag. Review by Harvard Fire Chief has to be finalized, but it appears that there will be some additional cost to comply with fire code.
- THCC unanimously agreed the LLB is responsible for the 'sign off" on the fire and handicapped egress door actuators.

Next meeting scheduled for Monday, June 15 at 7:30 in Hapgood Room of Interim Town Hall.

Meeting adjourned at 9:30 AM.

Jack Guswa, temporary recorder