

Town Hall and Hildreth House Construction Committee
2/23/16 Meeting Minutes
Hapgood Room, Interim Town Hall

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

Rick called the meeting to order at 7:35 a.m.

Town Hall

We reviewed the final 8-week schedule of meetings and Rick said he would be attending all remaining construction meetings. Every week we will be using the Baseline Forecast, Two-week Look-ahead Report, and Change Order Report to make sure that all items are being addressed. Marie will send an updated Change Order Report. By March 21 individuals on the committee will take responsibility for specific unfinished change orders.

Pablo pointed out that there would not be enough money in the contingency account to pay for the new AV system if the BOS is looking to that source for money. The contingency balance is currently \$70k and the AV system cost is \$90k.

We reviewed GVW's request for payment #9 for \$127,455.80, which had been approved by LLB and Vertex. Jack moved that we recommend payment to the Board of Selectmen. The vote was favorable.

Hildreth House

Parking: Cal Goldsmith will design a 20-space parking area between the fire station and Hildreth House for \$990. Pablo recommended that it be designated provisional overflow parking so spots would not have to be replaced if later a driveway for housing eliminates some parking. The committee agreed that the added spaces are not part of the Hildreth House project and funding for the design would not come from the Phase 1 budget. Rick will follow up with the BOS to fund the parking area design.

Furnace: Connie said that Harvard Energy Advisory Committee member Steve Matson wanted assurance that any spending required above the grant amounts would come from the HH Phase I budget. There is no money in the budget for that. Marie asked who was responsible for the approvals for that project. Rick said he would follow up with the BOS liaison to see where the project stands.

Next meeting is scheduled for March 7 at 7:30 a.m. in the Hapgood Room.

The meeting was adjourned at 8:20 a.m.

Laura Andrews, recorder