

TOWN OF HARVARD

TOWN HALL BUILDING COMMITTEE



Meeting Minutes – Meeting # 2– 18 July 2012, 8:45AM - Old Library

Attendees:

Members: Peter Jackson, Doug Coots, Chris Cutler, Tim Bragan, Eric Broadbent

1. Minutes - Minutes of the 13 July meeting were approved with edits
3. Approve Invoices - The following invoices were approved to be paid: DTI June for \$2,535 and Gatehouse Media for \$25.62 (RFQ Ad.). Doug Coots recommended that DTI begin sending their invoices showing the cumulative charges to date.
4. LLB DSB Evaluation - Doug had some questions for John SS before he could finalize the evaluation.
5. Discuss Draft Agreements with LLB and DTI - Attachment A from the SD agreement included pre-qualification of contractors. Pete will contact John to determine if it is needed or recommended. Clerk-of-the-Works was discussed. We would like to know how much time will be spent. Pete will discuss this with John.

The BoS plan to meet next Thursday to discuss the contracts. Only four Selectmen will be attending. The next full BoS meeting is scheduled for August 7. Waiting until the Aug. 7 meeting will further delay the schedule but may be preferable to have all five Selectmen for the votes. The BoS policy is to have all members present for major decisions. It was decided that we would come to the Aug 7 BoS meeting with both DTI and LLB agreements drafted, approved by Town Counsel and fee negotiated.

Doug and Pete will discuss fee with John on Friday morning.

6. Next meeting: Tuesday, July24. Time and location to be determined.

Pete Jackson