

TOWN OF HARVARD

TOWN HALL BUILDING COMMITTEE

Meeting Minutes – Meeting # 11 – 13 November 2012, 7:00PM- 9:30PM, Library Conference Room (new library)

Attendees:

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

Design Team: John Sayre-Scibona, Drayton Fair, Aimee Lombardo

Historical Commission: Ken Swanton, Joseph Theriault, Barbara Hadad, John Martin

Others Present: Tim Clark

1. Discussion with Harvard Historical Commission (LLB)
LLB provided an overview and update of the plan for Town Hall including:
Existing conditions, demolition plans, existing proposed floor plan (1st floor and 2nd floor) and restoration of cupola.
The rear chimneys are non-functioning; the Historical Commission (“HC”) is OK with the chimneys being removed as a part of demolition. Renovation of the main building will return the building to a “more faithful” condition (especially along the west side).
Specific concerns discussed with The HC include: operable windows (a sample window was circulated), contemporary feel to the new addition so that its “modernness” is understood in comparison to the existing historical building and simple less ornate siding and finishing touches.
The HC was supportive of the “big house, little house” design approach but voiced concern in regards to the glass divider between the new and the old building. Drayton and Doug both argued that to have a glass partition only on one side (the entrance) would seem unbalanced and that glass partition makes sense given the flow inside the building as well, providing a connection from upper to lower.
A slate roof is included in the budget as an add on; right now the plan is an asphalt roof.
The original entrance will be an additional entrance (designated as ceremonial).
2. Public Comment
No Public Comment
3. Approve Minutes
The minutes from meeting #9 were unanimously approved on a Coots/Broadbent motion.
The minutes from meeting #10 were unanimously approved on a Coots/Cutler motion.
4. Invoice Approval
DTI invoice #21105.14 dated 11/1/12 in the amount of \$1,462.50 was unanimously approved for payment on a Coots/Cutler motion.
5. Approve October 2 GPR proposal Tasks 6 through 9
Tim and Doug will coordinate with Drayton to foster a conversation with GPR about remaining concerns – will revisit at a future meeting.
6. Design Development Status
LLB provided a progress set of drawings (Pete will leave them at the Library reference desk for THBC members to review). LLB needs direction on HVAC system (which will be

discussed later tonight).

The survey was completed last Thursday; LLB just received the survey today. Drayton has already contacted GPR and asked for more detail, he will report back when he has more information. Otherwise on schedule for DD.

John has added the planned LEED charrette to the schedule.

7. Discussion of BER comparison of FCU's and chilled beam units

Aimee provided a comparison chart to highlight the pros and cons of each system. Pete is familiar with the FCU system (used in New Library); would want to look into a variable speed fan in order to optimize efficiency.

It would be inefficient to have a split system since each requires a different water temp.

Operable windows don't match up well with a chilled beam system.

Tim B. wants to be sure that we don't give too much favor to the large 2nd floor space – we don't want to build the system around one room that will have intermittent use. Either system would require dedicated air movement upstairs in order to meet code as well as an outdoor unit. A fan coil system serves an open floor plan (which is what has been designed save for a couple private offices).

There is general support for a fan coil unit – optimization will continue as a part of the process (now and again in early CD - Make sure Eric is involved in those discussions).

A Coats/Jackson motion to accept the FCU as the superior system in comparison to chilled beam is unanimously approved with the understanding that the THBC will reconsider if the Energy Commission's findings are radically different. The Energy Commission is meeting tomorrow night.

8. Next Steps for Design (LLB)

LLB circulated a proposal from KMM Geotechnical Consultants, LLC to make an assessment of the load bearing capacity of the soil. There may already be information available based on samples collected as a part of the sewer system project. (Tim C. will follow up)

Pete would like to take more time to review – plan to finish discussion at next scheduled meeting.

Aimee is preparing a room by room analysis; she will meet with Town Hall staff and continue "micro programming." Aimee will have a document ready for review at the end of the week. Plan to discuss at next scheduled meeting after review by TH staff (preferably by early December).

9. Other Business

Eric has concerns about water pressure, two hydrants tested at 40 psi 1300 per minute and 50 psi 1400 per minute; will we need an additional pump?

10. Review Schedule and Budget (John)

LEED charrette is tentatively scheduled for November 27 at Town Hall.

DD estimate scheduled to go out December 18th.

No budget adjustments at this time.

Next meeting is scheduled for 11/27, location TBD.

Meeting adjourned on a Coats/Bragan motion, unanimously approved.

Rachel Holcomb
Approved