

TOWN OF HARVARD

TOWN HALL BUILDING COMMITTEE



Meeting Minutes – Meeting # 19– 7 February 2013, 7:00 PM - Old Library

Attendees:

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

Others: Tim Clark, John Osborn

1. Minutes - No minutes were available to approve.
2. Approve Invoices - Approved LLB invoice 03-1217 for \$11,618.30
3. Discuss proposed changes to DD plans - We continued discussions from previous meeting regarding changes to the DD plans proposed by Tim Bragan. This discussion focused on the only remaining issue: first floor layout (central through corridor vs. cutoff by reception desk). After discussion, a motion was made by Tim Bragan for the cutoff plan (horseshoe). Chris Cutler and Pete Jackson- no, Tim Bragan - yes, Eric Broadbent - abstain. A vote in favor of the through corridor plan was taken: Chris Cutler and Pete Jackson - yes, Tim Bragan - No, Eric Broadbent - abstain.
4. Other Business - Tim Bragan pointed out that our agreement with DTI requires them to prepare a report at the end of the DD phase. Pete will contact John from DTI to check the status.

We briefly discussed the commissioning agent and the need for a contact person from the town who would follow all phases of commissioning with the agent. Eric will not be able to serve as this person but will see if he can find someone willing and able to do so.

Pete Jackson