

TOWN OF HARVARD
Town Hall Building Committee

Meeting Minutes: 12 April 2013 8:00 AM Town Hall Meeting Room

Attendees: Pete Jackson, Chris Cutler, Tim Bragan, Eric Broadbent, Tim Clark
Others: Drayton Fair, Aimee Lombardo, John Sayre-Scibona

1. Minutes – Minutes of the February 7th meeting were reviewed and approved unanimously
2. Approve Invoices - Approved Invoice from LLB # 04-1217 for \$1953.05
Approved Invoice from DTI # 21105.19 for \$162.50
3. Discussed modified Schedule from DTI- We discussed where in the schedule the following should be. Site Plan Review Review, Historical Commission Application, Fire Chief review, Police Chief review, Cable Comm. review, Lighting and Audio Review, Acoustical Review, IT review
John will edit schedule in accordance to discussion for next meeting.
4. Discussion of DD phase and next Steps – We discussed the final review of DD by DTI and agreed that DD was complete. The 1st floor layout changes and some second floor changes are the only open issues and were questioned as to whether they are part of DD. A motion was made and passed that the costs related to these changes and if they are or are not part of DD will be negotiated by Pete J., Drayton F, John S-S and Tim B.
5. LLB would like to bring in a representative from National Grid to review plans with THBC and Commissioning Agent.
6. LLB would like any questions from the Commissioning Agent to be submitted to LLB as soon as available.
7. Commissioning Contract: Would like to agree on terms and conditions as edited by Mark Lanza and submit to DTI for review, then submit to BOS for signing.
8. National Grid engineer has requested a location for transformer. It was decided to use the location as shown on the current site plan.
9. Discussed need for proof of ownership ie deed etc. Tim Bragan will follow up on this.

Meeting Adjourned at 9:25 am. Next meeting to be April 23rd 7:00 PM Town Hall Meeting Room

Respectfully Submitted, Chris Cutler