

Town Hall and Hildreth House Construction Committee
9/6/16 Meeting Minutes
Volunteers Meeting Room, Town Hall

Members present: Laura Andrews, Pablo Carbonell, Al Combs, Jack Guswa, Connie Larrabee, Rick Maiore

Others present: Tim Bragan (Town Admin.), Marie Sobalvarro (Assist. Town Admin.), Debbie Thompson (Director of COA), Rick Sicard (Fire Chief)

Rick called the meeting to order at 7:30 a.m. We approved the minutes of the 8/22 meeting.

Town Hall

Rick said that the Board of Selectmen would like T3HCC to be responsible for finishing work around Town Hall. After discussion, we determined that two areas need to be addressed: GVW's punch list, which Marie is working on with GVW; and work, such as landscaping and parking lot paving that were not part of the project. We will use money remaining from the project to complete these requests. We agreed that when the BOS gives us its priorities and how much money is available, we would handle the work.

Hildreth House

Marie submitted Classic Construction's second bill for payment: \$61,303.00 and said that the project is on track. The committee voted to recommend that the BOS pay the invoice.

Debbie, Connie, and Laura will select the signage required at Hildreth House, based on a sample Marie provided, by the next T3HCC meeting.

Jack said that the COA plans to apply for a grant to paint the window trim of the windows installed by volunteers before the project started. The grant application is due September 27. Connie will find out from the Community Preservation Act Committee if funds remaining from the window project can be used. The COA is getting quotes. Any work done by an outside contractor would have to be done after Classic Construction completes its work.

The rock beehives that mark the driveway entrance to HH limit the road width to 18.5 feet apart, not the required 20 feet for a fire lane. Chief Sicard said that he would check with the state fire marshal to see if any width exceptions have been granted and find out how long the process would be to receive an exception.

Without an exception, we would have to move one of the beehives. There is a question if the beehive farthest from Town Hall is part of the historic district, but we agreed that we would inform the Historical Commission about the issue. Laura will locate the official historic district map.

Traffic/Curbing

We discussed accessing Hildreth House from the south (Still River Road) up Elm Street, which is one way, and from the east (Ayer Road) using the existing road/driveway. Chief Sicard said that he prefers one-way traffic entering from Ayer Road and all exiting in front of Town Hall, which is what the Town Traffic Committee recommended, Rick said. We will check with Police Chief Denmark for his recommendation on the best access. The traffic pattern may eliminate the Planning Board current requirement for curbing, which is still unresolved.

Jack has revised the letter to the PB and will send copies to committee members.

The next meeting will be Monday, September 19, at 7:30 a.m. in the Volunteers Meeting Room, Town Hall

Rick adjourned the meeting at 8:30 a.m.

Laura Andrews, recorder