

Hildreth House Improvement Committee
Minutes of the 8/11/14 meeting
4 p.m. at the Hildreth House

Members present: Laura Andrews, Pat Jennings, Connie Larrabee, Fran Nickerson, Ann Taylor, David Vannicola

Others present: Drayton Fair (LLB Architects), John Sayre-Scibona (owners project manager), Debbie Thompson (COA director), Sue Guswa, (COA) Suzanne Roberts (COA), Pam Frederick (COA), Sharon Briggs (FCOA)

Connie called the meeting to order at 4:05 p.m.

The Committee approved the minutes of the July 14 meeting as amended, adding that Fran Nickerson was present at the 7/14/14 meeting.

REVISED COST ESTIMATES

LLB had updated construction cost estimates, and John, who had just gotten the request two days before, had updated total cost estimates based on previous figures. However estimates were not done for a combined Phase 1 and Phase 2 project. John said he will prepare a spreadsheet that shows cost estimates for Phase 1 and Phase 2, separately and totaled, and Phase 3 separately and totaled.

John said that escalation costs would add \$200k if the project is pushed out to 2017 and more for each year it's delayed.

Ann told Drayton and John that we're discussing whether to present to the Board of Selectmen in the fall and to Annual Town Meeting in spring 2015. If approved at ATM, construction could start in late summer or fall of 2015. Phase 3 would then be estimated for 2017.

PARKING

Connie suggested not doing the parking part of Phase 2 until Phase 3, but doing all of the remainder of phase 2 and phase 1 as one project and then leaving Phase 3 until a later date. Harvard's DPW repaired the current parking area and all agreed they like the way it looks, but that we need to make sure Hildreth House has enough parking spots. We reiterated that the three main goals are safe and adequate parking, lighting, and access.

ROLL OF THE HHIC

Ann pointed out that the HHIC charge was to review schematic plans and present a recommendation to the BOS. Then either the charge needs to be updated, or a new committee appointed to move the project forward.

Connie said that the COA needs to have a strong presence at the BOS meeting, and in subsequent planning. We agreed that the next committee should include people with expertise in construction, financing, process management, and other building project skills.

WINDOW UPDATE

Deb said that Lorraine Leonard had some questions that needed to be answered on the bid package. David said he would follow up with Lorraine, make sure she has everything she needs, and move the project forward. We agreed that installation should be done by winter.

OTHER

Connie reported that Town Planner Bill Scanlon had said there might be renovation money available through a Montachusett Regional Planning Commission Community Block Grant especially if we worked with Ayer on a joint project. The COA will follow up.

Next meeting: Monday, August 25, at 3 p.m. at the Hildreth House

Connie adjourned the meeting at 5:30 p.m.

Ann Taylor and Laura Andrews, recorders