

Town Hall Construction Committee
6/15/15 Meeting Minutes
7:30 a.m. – Interim Town Hall Meeting Room

Members present: Laura Andrews, Bill Barton, Jack Guswa, Rick Maiore. Absent: Pablo Carbonell, Al Combs. Others present: Tim Bragan (Town Admin.), Marie Sobalvarro (Assist. Town Admin.)

Rick called the meeting to order at 7:30 a.m. and the committee approved the 6/8/15 minutes.

We reviewed the status report sent to the Board of Selectmen for its 6/16 meeting. Now that we have the final construction schedule from the contractor (i.e. the budget), we will be able to produce a burn-rate report starting in July. Our report includes an agreement reached by the THCC and Harvard Historical Commission on communicating progress.

Town Administrator Report: Tim reported that the chimney in room 108 was removed Friday and that the electrician is ahead of schedule. Open issues from 6/2 THCC meeting:

- Front swinging doors – the committee voted for two 2 ½’ doors that swing into the office using dual activation, if approved by the fire chief. Tim will follow up.
- Second floor, west, front window – remove the existing window, add a window below to balance the space; or replace the existing window with a new window when the rest of the windows are replaced. Marie will follow up on the cost of options.
- Lift – height – pursuing variance. Tim is following up with LLB.
- Lift – fire-rated shaft – need clarification of the code. Current design does not include a fire-rated shaft because the lift passes only one floor. Tim will follow up with LLB, the fire chief, building inspector, and contractor.
- Fire Code changes – need clarification of code since the state fire marshal is requesting changes to the fire suppression and fire alarm systems, including more lights, alarms, and 6” pipe rather than 4”. Tim will follow up with LLB, the OPM, fire chief, and Red Team.

Contractor Construction Progress Meetings: Rick said that the construction meetings would be Mondays at 8:30 a.m. starting in July. THCC meetings continue to be Mondays at 7:30 a.m.

Historical Commission Updates: Jack said that the commission is very pleased with the shingle color chosen – Hatteras Georgetown Gray. A question came up about the insulation and the envelope assessment. Rick said he had verified with Town Consul that the commission’s jurisdiction is over what is visible from the outside.

Baseline Schedule and Milestones: We received GVW’s baseline schedule and milestones.

Upcoming THCC Schedule: Tuesday, 6/16, BOS monthly report (Rick, Laura); Wednesday, 6/17, semi-annual Community Preservation Committee report (Rick); Thursday, 6/18, traffic committee meeting to consider changes for Town Hall, Hildreth House, and Town Center Fire Station (Rick).

Next meeting: Monday, June 29, 7:30 a.m. in the Interim Town Hall Meeting Room.

Rick adjourned the meeting at 8:05 a.m.

Laura Andrews, recorder