

Town Hall Renovation Committee
Meeting Minutes June 26, 2007 @ 4:30 PM Town Hall

Approved 7/3/07

Present for the Committee and attending the meeting were: Bea Phear, Ginny Jones, Kent Healy, Kathy Logue, Jim Osmundsen and Chuck Hodgkinson. Selectmen Skipper Manter, Glenn Hearn and Diane Powers and Owner's Project Manager candidates Joe Eldredge, David Lager and Roland Kluger also attended.

Bea opened the meeting at 4:30 PM and thanked the Selectmen for attending. She then explained how the interviews of the three candidates for the Owner's Project Manager (OPM) position would be conducted. Each interview will take approximately 45 minutes and the order will be Messrs. Eldredge, Lager and Kluger.

Bea outlined the Committee's goals from now to the April 2008 Annual Town Meeting as each successive candidate was welcomed and introduced. She also explained how the \$150,000 appropriation would be used for the OPM's fee and architect's fee for services rendered to bring the Town Hall renovation project to bid documents and contractor bidding. It was further mentioned the Committee understood the budget is tight.

All three interviews were conducted in a timely and consistent manner. There was ample time for follow up questions among each candidate the committee and audience. Three additional OPM interviews will be conducted on June 27 starting at 4:30 PM.

After the three interviews were completed the Selectmen asked if the \$150,000 appropriation is enough for the first phase of work leading to the April 2008 Town Meeting. It was explained that when preparing the \$150,000 warrant article the Space Needs Committee was not aware of the new regulation that mandates the hiring of an OPM before hiring the architect for municipal projects costing over \$1 million. Everyone agreed the budget is very tight. Kathy agreed to confirm the Town's ownership rights of prior architectural drawings done for the Town Hall renovation, as they will be helpful reference documents for the architect brief and Request for Qualifications (RFQ).

With no further business to discuss the meeting adjourned at 6:50 PM.

Respectfully submitted by Chuck Hodgkinson.