

**Town Hall Renovation Committee**  
**Meeting Minutes July 14, 2007 @ 10:00 AM Town Hall**

As Approved 7/31/07

Present for the Committee and attending the meeting were: Bea Phear, Kent Healy, Ginny Jones and Chuck Hodgkinson. Jamie Doyle also attended. Kate Warner and Jim Osmundsen were absent.

Bea opened the meeting at 10:00 AM.

OWNER'S PROJECT MANAGER (OPM): Bea welcomed and thanked Jamie Doyle for attending a follow up interview for the OPM position. Bea explained that his references were impeccable and the Committee had a few questions that needed further clarification. A detailed discussion of the estimated number of hours required by key task from now through the April 2008 Annual Town Meeting and a fair hourly pay rate were reviewed. After much discussion of the project needs, timing and the OPM role the Committee reached a unanimous consensus that Jamie would be a wonderful addition to the Town Hall Renovation team. The result is the OPM will work an estimated 250 hours from appointment to the April 2008 Town Meeting at a \$100/hour pay rate. This expense will be taken from the \$150,000 approved appropriation for architectural and planning purposes. The Committee has some concern that the remaining balance of \$125,000 to \$130,000 for the architect's fee may not be adequate. A motion was made to update the full Committee at its July 17<sup>th</sup> meeting and recommend Jamie for a formal Committee vote.

The Committee then gave Jamie a tour of the building.

With no further business to discuss the meeting adjourned at 11:00 AM.

Respectfully submitted by Chuck Hodgkinson.