

Notice of Open Meeting Agenda

Updated 6/14/2023

Date: 6/14/2023

Time: 5:00 PM

Board/Committee: Building Committee

Location: Hitchcock Free Academy, 2 Brookfield Rd., Brimfield MA 01010

All government meetings must be posted on a public bulletin board at least 48 hours in advance of the meeting (not counting Saturday, Sunday, or holidays) and be available for public view at all hours. Certain statutory hearings may have different posting requirements.

This is a preliminary agenda for the meeting, and is posted as a reference for the public. Agendas are subject to change according to the business needs of the committee. Agendas may be updated any time prior to the meeting.

List of Anticipated Business:

1. Meeting called to order
2. Roll call
3. Chairman's announcements
 - a. Reviewed structural report with the Selectboard
4. Motion: Consider and accept the Building Committee meeting minutes for Wed. March 29, 2023
5. Motion: Consider and accept the Building Committee meeting minutes for Wed. March 15, 2023
6. Motion: Consider and accept the Building Committee meeting minutes for Wed. March 24, 2023
7. **Subcommittee Reports**
 - a. No subcommittee currently
8. **Old Business**
 - a. Structural scope of work for the Annex and Town Hall sent to Selectboard for bidding
 - b. Hazmat quotes from two engineering firms for hazard material assessments of Annex and Town Hall
 - i. \$5,800 O'Reilly, Talbot, & Okun Associates, Inc.
 1. \$2,900 for the Annex
 2. \$2,900 for the Town Hall
 - ii. \$12,115 RPF Environmental, Inc.
 1. \$5,835 for the Annex
 2. \$6,280 for the Town Hall
9. Motion: Accept and recommend to Selectboard O'Reilly, Talbot, & Okun Associates, Inc. Proposal "P3674-01-01," dated June 5, 2023 for \$2,900 for the Annex and \$2,900 for the Town Hall. Total \$5,800.00 project proposal.
10. Review history of prior build committee projects
 - a. Town Hall feasibility studies, structural reports, and proposed building/budgets 2015/2016 proposed project approved at Town Meeting
 - b. Annex building feasibility studies, structural reports, and proposed building/budgets
 - c. Library feasibility studies, structural reports, and proposed building/budgets

- d. OPM Status Pending posting to bid site by procurement officer
- 11. **New Business**
 - a. Structural scope of work for Annex and Town Hall sent to Selectboard for bidding
 - b. **Review letter from Roseann Bergdoll of the Historical Commission**
- 12. Committee Open Forum
- 13. Citizen Forum
- 14. Next Meeting date
- 15. Meeting adjourned

Posted by: Debra Fagerstrom

Date/Time of Posting: 3/27/23, 2:20 PM

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Date & Time of Filing: 3/27/23, 2:20 PM

Updated: On 6/14/23 at 1:25 PM