



TOWN OF HOPKINTON  
Permanent Building Committee  
Fire Department Meeting Room 2nd Floor  
Thursday, October 7th, 2010  
7:00 PM  
Meeting Minutes

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**Board Members Present:** Michael Dawley \*, Marie Eldridge, John Ferrari \*, Miguel Linera \*, Scott Richardson, Michael DiMascio \*, Robert Scomaci \*

\*permanent members

**Attendees:** David Daltorio (Town Engineer), Rowan Hussain (Director - Library), Brian Main (Project Manager), Stewart Roberts (architect), Mary Arnaut (resident)

**Members Absent:** Laura Barry

**Distribution:** Attendees, Geri Holland, Ann Click

**Documents Presented:** Building Program Summary, MBLC Funding Formulas, Library Construction Going Strong

### Meeting Minutes

1. The PBC interviewed three final architects for the Town Hall envelope project. The permanent PBC members voted to make a recommendation to the Town Manager in the following order 1. Gale Associates 2. TBA Architects 3. Kang Associates
  - a. Moved: Mr. Ferrari
  - b. Second: Mr. Dawley
  - c. Voted for: Dawley, DiMascio, Linera, Scomaci,
  - d. Voted against: Ferrari
2. Approval of September 23, 2010 meeting minutes
  - a. Motion to approve by: Ms. Eldridge

- b. Second by Mr. Linera
  - c. Voted in favor: All
- 3. Update on the status of the contract for the schematic design study
  - a. The board was updated by Mr. Daltorio that the contract was in good status.
- 4. Review of feasibility study
  - a. The board reviewed comments with the architect and any additional comments can be directed to the chairman.
- 5. Discussion regarding direction for schematic design
  - a. The board was updated on the approval of the letter of intent by the Board of Selectman and any additional comments that were discussed. The architect presented schematic drawings for the different spaces that the board was able to react to and discuss different options.
- 6. Next steps for public input
  - a. Recognizing the need for addition input from residents the board discussed the best times during schematic design that would be able to provide as much information as possible including schematic drawings that would adequately represent the project. The board generally agreed that this should take place around 75% SD.
  - b. The PBC has scheduled the next public information meeting for October 26<sup>th</sup>, 2010 at 7pm in the Fire Department meeting room.
- 7. PBC only – discussion regarding master planning
  - a. The board discussed the need for a master planning process for other town buildings as well as the other various boards and committees that would need to be consulted.
- 8. New Business
  - a. The town engineer updated the board on other town revitalization projects and groups.
  - b. A motion was made to approve the architects invoice for the balance of \$13,200 on the contract amount of \$33,000 which \$19,800 has been previously paid.
    - i. Made by Mr. Scomaci
    - ii. Second by Mr. Linera
    - iii. All voted in favor
- 9. Motion to adjourn Mr. Richardson
  - a. Second: Ms. Eldridge
  - b. All voted in favor