



MEETING NOTICE TOWN OF HAMILTON

Pursuant to MGL Chapter 30A, § 18-25
All meeting notices and agenda must be filed and time stamped in
the Town Clerk's Office and posted at least 48 hours prior to the
meeting (excluding Saturdays, Sundays and Holidays)

If posting is close to the 48 hour requirement it MUST be
posted by 2:00 P.M. Monday thru Friday.

RECEIVED
TOWN CLERK
HAMILTON, MA
2019 APR 17 AM 10:10

TOWN CLERK'S STAMP

Committee or
Governing Body

TOWN HALL BUILDING COMMITTEE

Meeting Location

Meeting Room MEMORIAL ROOM

Address TOWN HALL

Day, Date and Time of
Meeting

Day WEDNESDAY

Date APRIL 24, 2019

Time 5-7

☐ am ☒ pm

Signature of Chairman
or Authorized Person

PATRICK REFFETT

Date

APRIL 17

AGENDA

Please list below the topics the chair reasonably anticipates will be discussed at the meeting.

AGENDA

Approve previous minutes; Consultant reports

COMMUNICATIONS

BOS updates/direction/outreach for new committee members

Town Manager report; Public review & comments

Committee Outreach - Historic Soc; CPC; FinCom; COA; Website; Flyer; Cable; Historic Comm; Others?

PROJECT DESIGN CONSIDERATIONS

Options 1-8; Enabling Projects- Tank relocation; Parking

Project Scope Elements - meeting room; stairs; ceiling; coffee stations; vaults; furniture; insulation/energy codes; roof; cupola; ADA concerns(ramp); security; DPW basement; Office sizes; Meeting spaces/sizes; office layouts/locations; paperless initiative; file storage/access.

HTHBC Membership / procedures

Financial update

Relocation Plan

Schedule review/timeline

Consultant award and Contracts/schematic design completion date

MEETING SCHEDULE

ADJOURN