



TOWN OF CHARLTON HIGHWAY DEPARTMENT

Minutes of Highway Barn Building Committee
October 24, 2007

Present: Robin L. Craver – Rick Swensen – Armand Carpentier – Gerry Foskett
Joe Haebler-John Bacon- Tony Polletta

1. Call to Order: Meeting started at 10:00 a.m.
2. Reviewed the meetings from the September 26th meeting.
3. John Bacon motioned to accept the minutes of the September 26th meeting, 2nd by Rick Swensen.
4. Discussed all issues and concerns about the fee proposal submitted by Jack Ferguson of CMT.
5. A suggestion was made to have a brief meeting after all the questions were answered by Jack Ferguson.
6. The vote was unanimous.
7. Meeting with Jack Ferguson & Clerk of the works started at 10:30 a.m.
8. Jack Ferguson went over the proposed Design and Preconstruction Schedule
9. Discussed unknown obstacles which are not included in fee analysis.
10. Discussed the repercussions if the request to the town was denied.
11. Questioned Clerk of the Works as to how he tracks work being done.
12. Discussed the timeline of the project and timeline for the Clerk of the Works.
13. Went over hours/hourly rates pertaining to CMT.
14. Discussed unknowns, ratio, percentages and what not to exceed.
15. Jack Ferguson guaranteed the Clerk of the Works we start with is the one we end with, unless unemployed with CMT.
16. Discussed meeting with Gerry to go over project specs and requirements.
17. Discussed meeting with a new fee proposal with being aware of the requirements.

Meeting adjourned

Next meeting has been schedule for October 29, 2007 at 9:00 a.m. in the Board of Selectmen's Meeting Room.

Respectfully submitted by:
Cheryl A. Fairbrother
Administrative Assistant