



TOWN OF CHARLTON HIGHWAY DEPARTMENT

Minutes of Highway Barn Building Committee
December 4, 2007

Present: Ronald Choiniere – Armand Carpentier – Gerry Foskett
Joe Haebler-John Bacon- Robin Craver

1. Call to Order: Meeting started at 10:05 a.m.
2. Jack Ferguson was present at meeting.
3. Informed members that Jack Ferguson of CTM is now on board with us as project manager.
4. Jack went over the proposed schedule for design and preconstruction.
5. The Committee unanimously voted on accepting proposed schedule.
6. Gerry met with the following 3 boards, Planning, Conservation and the Board of Health, discussed with the committee the requirements of each board. Did not feel that the requirements would hinder our schedule.
7. Discussed basic layout of structures
8. Received a drafted copy of RFQ for architectural services.
9. Jack Ferguson requested for Robin to review RFQ and get back to him.
10. Received confirmation for Debt Exclusion deadline which will be March 31, 2007.
11. Went over the layout of the buildings and the needs.
12. Jack Bacon voiced his concern that we need to have a cost comparison between stick/block buildings compared to steel buildings, Jack Ferguson said he would get back to the committee with comparisons.
13. The committee asked Jack F. what we needed to work on next; Jack Ferguson's response was the footprint and layout of the building on the lot. Documents needed would include Topo map and wetland delineation from Conservation. Gerry will get plans needed and contact Jack F.
14. Discussed future meeting needs.

Meeting adjourned

Respectfully submitted by:
Cheryl A. Fairbrother
Administrative Assistant