



TOWN OF GRAFTON
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Grafton Town House Oversight Committee

MINUTES
REGULAR MEETING
Grafton Municipal Center – Conf. Room D
September 14, 2009
7:00 p.m.

Attendees: Dan Bresnahan, Scott Browne, Justin Hollander, John Marro, John Morgan, Brook Padgett and Paul Scarlett

1. Call to Order

- ◆ Meeting called to order at 7:10

2. Committee Business

- ◆ Acceptance of minutes from the following meetings:
 - June 2, 2009
 - June 15, 2009
 - August 6, 2009
 - September 2, 2009

With the understanding that moving forward all minutes will include a listing of attendees, Dan motioned to accept the minutes as submitted, Justin seconded and the vote was unanimous to accept.

3. Old Business

- ◆ BOS Workshop wrap up
 - A follow-up letter with action items needs to be sent to the BOS. Paul will draft.
- ◆ CPC warrants for Town meeting
 - Fire escape restoration
 - Design schematics and construction-ready specifications (re: balance of exterior renovations)

Paul will attend Finance Committee meeting to review these warrants with them and, hopefully, secure their recommendation of support. Meeting is scheduled for 9/30/09. Committee also discussed whether any additional marketing was needed of to promote these warrants. It was not felt that these should be controversial and

our presence during town meeting to address any questions/concerns should be sufficient.

◆ Accessibility Project

- Design Schematics – Neil Dixon is awaiting site survey to complete drawings. There has been a hold up due to an inability to locate plot lines. It was pointed out the issue is on the front of the building and the town owns the road there, which is wide enough to allow for some encroachment if we were to need to push parking spaces out to accommodate the width of the ramp. Noted that plans to renovate the Common actually show green space being added and street narrowed. Will advise Neil to proceed with plans on the assumption we can get approval for whatever proves necessary.
- Discuss next steps:
 - HDC -- Application for Certificate of Appropriateness
 - ❖ On hold
 - BOS -- Get on agenda
 - ❖ On hold but gave highlights at 9/8/09 workshop
 - COD -- Invite to HDC public hearing or meet separately?
 - ❖ Discussed and was felt we could send an email and invite them to join the public hearing if they have any questions.
 - Letters of support needed -- Need to be drafted and sources identified
 - ❖ On hold.
 - MHC - Need approval in light of preservation restriction
 - ❖ On hold.
 - MAAB - Application to be completed
 - ❖ On hold.

◆ Update on Roof project

- Progress continues albeit slowly due to high level of wood deterioration under the eaves and behind the gutter as well as the dentil molding. It is anticipated that a change order will be needed to extend the original project completion date of October 30th. There is also some current concern with a support beam that has been found to be deteriorated. It needs to be determined if extent of rot has compromised the weight bearing ability of the beam. If so, there are insufficient funds in existing budget to pay for its repair and this does go beyond the scope of work contracted for.

4. New Business

- ◆ None

5. Adjournment

- ◆ Justin motioned to adjourn at 7:50, Brook seconded and vote was unanimous to adjourn.