



**TOWN OF GRAFTON**  
GRAFTON MEMORIAL MUNICIPAL CENTER  
30 PROVIDENCE ROAD  
GRAFTON, MASSACHUSETTS 01519  
www.grafton-ma.gov

## Grafton Town House Oversight Committee

RECEIVED TOWN CLERK  
GRAFTON, MA  
2016 MAR 15 AM 8 55

**MINUTES**  
**REGULAR MEETING**  
Conference Room B, Municipal Center  
March 14, 2016  
7:00 pm

**1. Call to Order**

- ◆ Mr. Padgett called the meeting to order at 7:07 PM

**2. Committee Business**

- ◆ Acceptance of the minutes from the following meeting:
  - 2/22/16 – Mr. Yeomans motioned to accept the minutes as submitted, Mr. Marro seconded and the vote passed unanimously.

**3. Old Business**

- ◆ Town House Preservation Project
  - Comprehensive Accessibility and Assembly Phase - Construction Update
    - Project Costs - Change Order Update
      - Mr. Deschenes to meet with BOS. Project still well within budget.
    - Add Alternates and Rear Parking
      - Mr. Deschenes to discuss with BOS to determine how work at rear of building will proceed. Need decision on whether Boulevard Street will remain one way and, if so, whether angled parking will be supported. Brian Szczurko (town engineer) is preparing more detailed plans for review with the BOS.
    - Building Signage
      - Mr. Dixon and Mr. Yeomans are working on a detailed plan for building signage, including that which will be associated with future construction. Goal will be to create a comprehensive and

*\*The Grafton Town House Oversight Committee reserves the right to take agenda items out of order.*

consistent approach for the entire building. Signs will need to meet ADA requirements.

- Substantial Completion Date and Final Items
  - MOCC is requesting an extension of the substantial completion deadline to May 4, 2016. Reason for request relates to delays caused by National Grid requirements in the electrical room that were not understood by the electrician. Mr. Deschenes and Mr. McInerney will be meeting with Mr. Sargent to discuss further.
- Completion Phase Status Update
  - Mr. Dixon continues his work to finalize construction-ready documents. He is focusing on windows at present with a goal of matching existing as closely as possible, including pane and mullion spacing/size.

#### **4. New Business**

- ◆ None discussed

#### **5. Adjournment**

- ◆ Mr. Yeomans motioned to adjourn at 8:05, Mr. Morgan seconded and the vote passed unanimously.