

***Town of Weymouth  
Massachusetts***

Robert L. Hedlund  
Mayor

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**MINUTES**

**Library Construction Committee**  
February 2, 2018, 5:00pm  
Tufts Library, Jones Room (1<sup>st</sup> floor)  
46 Broad Street  
Weymouth, MA 02188

RECEIVED  
TOWN OF WEYMOUTH  
TOWN CLERK'S OFFICE  
2018 FEB - 9 AM 3:19

Members Present: Nicholas Bulens (Chair), Robert MacLean (Vice Chair), Cathy Torrey, George Berg, Rebecca Barbara, Diana Flemer, Dennis Corcoran, Jennifer Barrett Siegal, Matthew Tallon

Absent: Mark Jennings, Ted Langill, TJ Lacey, John MacLeod

Recording Secretary: Janet P. Murray

Mr. Bulens called the meeting to order at 5:00pm.

**1. Approval of Meeting Minutes: January 22, 2018**

A motion was made by Mr. Berg to accept the minutes of January 22, 2018 as written. The motion was seconded by Ms. Torrey and UNANIMOUSLY VOTED.  
OPM Update and Items

**2. Schematic Design Development: Presentation and Discussions**

Mr. Bulens handed out copies of the presentation and gave an overview. Mr. MacLean walked the committee through the grant-approved schematic design.

**3. Project Charter**

Paul Kalous from Hill International distributed a draft project charter for discussion. There was discussion regarding the details of the charter.

It was suggested to take the eighteen (18) points discussed at the 1/22/18 meeting and use that as the charter. There was consensus among the committee members to do this.

Mr. Kalous noted that he would also add the cost, time, and address to the charter document.

Item number 17 will be changed to read the building accommodates and is consistent with the Town's Library Building Program.

Mr. MacLean and Mr. Bulens will work with Hill "off-line" to tighten up the listed bullet points.

4. Review of Meeting Schedule

1. Monday, February 26 (Committee short list designers)
2. Monday, March 5 (Committee interviews designers)
3. Monday, March 19 (Designer presents schemes to committee) [This is a change from my prior email. Based on Friday's discussion, we will meet March 19th, NOT March 12th.]
4. There was discussion about holding a public forum on March 22.
5. Monday, April 2 (Committee approves scheme for design development)
6. Monday, May 21 (Design development presentation)

5. Resident and Community Comment - NONE

6. Next Meeting Date - February 26, 2018, 7pm

Adjournment

Mr. Corcoran made a motion to adjourn at 7:30pm and was seconded by Ms. Torrey and UNANIMOUSLY VOTED.

Approved:

  
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Nicholas Bulens, Chair

2/26/18  
Date