

**McLean Barn Temporary CPA Project Committee
MEETING MINUTES**

Wednesday, January 23, 219
Town Hall, Conference Room 2
8:00 AM

**RECEIVED
TOWN CLERK
BELMONT, MA**

DATE: September 30, 2021
TIME: 3:37 PM

Committee members present: Lisa Harrington, Terry McCarthy, and Tracy Marquis from Historic District Commission; and, Ellen O'Brien Cushman, and Radha Iyengar from Land Management Committee for Lone Tree Hill.

Town Staff: Spencer Gober, Office of Community Development

Consultant Team: Doug Manley and Shawn Willet from Spencer, Sullivan & Vogt (SSV)

1. 8:10 AM Meeting called to order.

2. Project update from Spencer, Sullivan & Vogt

- A. D. Manley and S. Willet from SSV distributed drafts of the bid drawings, and D. Manley reviewed with the Committee.
- B. E. Cushman asked about the process for removing graffiti initially and then removing in the future if the needs arises, and a general discussion of graffiti removal ensued.
- C. The Committee asked L. Harrington to comment on whether or not the draft documents sufficiently addressed the scope of work, to which she stated that they were on the right track and were straightforward.
- D. SSV was given direction on how to move forward with further developing the bid documents and specifications.
- E. The Committee reviewed the project schedule and timeline and made note of future meeting dates and times.

3. 9:00 AM Meeting adjourned.

Respectfully submitted,
Spencer Gober