

Topsfield Town Hall Building Committee
Town Hall Conference Room
April 20, 2016

Committee members present were Gregor Smith, Peter Bryson, Mark Lyons, Elizabeth Mulholland, Ben Nutter and Josh Rownd and ex-officio member Selectmen Martha Morrison and Boyd Jackson, and Town Administrator Kellie Hebert. Community Development Coordinator Donna Rich was also present. Other persons present during all or part of the meeting included Council on Aging Board members Penny Rogers and Bill Quinn, and resident Dick Gandt.

Not fulfilling all the requirements of the Open Meeting Law, the following are notes of topics presented by individuals present, no deliberation occurred.

Historic Windows Restoration Project: The Committee was provided an update of the process Homer Contracting Inc would follow during the removal and abatement of the windows at Town Hall. It was noted that Richard Smith, Adams & Smith Architects, would be point person on the project.

Annual Town Meeting: Topics to be presented in the PowerPoint presentation at the beginning of the Annual Town Meeting were listed. Council on Aging Board members Penny Rogers and Bill Quinn reported that their Board would be meeting on April 21st to officially vote to endorse the Project.

Ended at 10:15AM

Respectfully submitted,

Donna C. Rich
Community Development Coordinator