

**Minutes of the
Topsfield Town Hall Building Committee
Town Hall Conference Room
November 1, 2016**

Chairman Smith called the meeting to order at 8:00AM at the Town Hall. Committee members present were Gregor Smith, Peter Bryson, Josh Rownd, and Ben Nutter. Elizabeth Mulholland was absent. Community Development Coordinator Donna Rich was as also present.

CM at Risk: Member Josh Rownd made a motion to interview Columbia Construction Company, North Reading in lieu of Colantonio Inc., Holliston, MA withdrawing their proposal, seconded by Member Ben Nutter; so voted: 4-0.

At 8:02AM Member Ben Nutter made a motion to adjourn, seconded by Member Josh Rownd; so voted: 4-0

Respectfully submitted,

Donna C. Rich
Community Development Coordinator

Per the Open Meeting Law, the documents that were either distributed to the THBC before the meeting in a packet, or at the meeting were:

1. Agenda

Approved as written at the December 14, 2016 Town Hall Building Committee meeting.

Pursuant to the 'Open Meeting Law,' G.L. 39, § 23B, the approval of these minutes by the Committee constitutes a certification of the date, time and place of the meeting, the members present and absent, and the actions taken at the meeting. Any other description of statements made by any person, or the summary of the discussion of any matter, is included for the purpose of context only, and no certification, express or implied, is made by the Committee as to the completeness or accuracy of such statements.