



## 1888 Building Advisory Committee

March 3, 2026 12:00 pm

8 Conway Street, South Deerfield MA 01373

Pursuant to a notice duly filed with the Town Clerk, a meeting of the Deerfield Municipal 1888 Building Advisory Committee was held on March 3, 2026 12:00 pm at the Deerfield Municipal offices, Main Meeting Room, 8 Conway Street, South Deerfield, MA. Meeting was recorded by FCAT and/or Town of Deerfield Staff. This meeting was held in a **Hybrid** fashion with the opportunity both in person and remote participation in accordance with House Bill Number 58 of the 193<sup>rd</sup> General Court, which extended the Governor's March 12, 2020, Order Suspending Certain Provisions of the Open Meeting Law, M.G.L. c.30A § 20, until March 31, 2025.

Board members present: Tim Hilchey; Julie Caswell; and Julie Chalfant.

Also Present: Christopher Dunne, Town Administrator; Greg Snedeker, Assistant Town Administrator; Charles Roberts, Thom Barry, Kuhn Riddle Architects & Designers; Robert Todisco, P3 OPM; and other members of the public.

### 1. Meeting Minutes

#### a. February 3, 2026

***Motion to Approve the Minutes of December 12, 2025 – Hilchey***

***Second: Harrington Hilchey – aye, Caswell – aye, Chalfant – aye, Harrington – aye (4-0-0)***

### 2. Discuss Project Updates

#### a. P3, Owner's Project Manager/ Kuhn Riddle, Architect

##### i. Construction Updates

- Todesco provided updates on the construction progress, including framing, roof sheathing, and interior work on the new addition. The team is coordinating with Entree Technologies for data cabling and is evaluating proposals for AV technology, solar installation, and furniture from Lexington Group. While some details, such as fire protection and seismic bracing, are still being finalized, the project remains on schedule and within budget, with approximately \$160,000 in committed change orders and a healthy contingency of over \$1 million.

##### ii. Budget Updates

- The committee discussed the status of construction and budget, including plans for new furniture and the disposal of existing town hall furniture. Todesco explained that a \$9,000 change order for elevator circuitry modifications was submitted and under review, with concerns about labor costs. Barry provided an update on the sprinkler system bracing, noting that the fire protection engineer's review was nearly complete, with pricing expected to be similar to the original \$23,000 proposal. Roberts mentioned an additional cost of \$7,000 for redesigning a separate office upstairs and indicated that construction costs

would increase due to new requirements like a fresh air grill and additional data ports.

b. Town of Deerfield

- i. Review and Possibly Recommend Award for Main Meeting Room Audio-Visual (AV) Equipment Procurement

***Motion the 1888 Building Advisory Committee Recommend to the Selectboard Valley Communications be Awarded the Main Meeting Room Audio Visual Equipment Contract as the Lowest Responsive and Responsible Bidder Provided the Needed Supply in Accordance with MGL c. 30B– Hilchey***

***Second: Chalfant Hilchey – aye, Chalfant – aye, Caswell - aye (3-0-0)***

- ii. USDA Rural Development Reimbursement & Use of Federal Funding

- The committee also discussed USDA reimbursement for the project, noting that with costs coming in under budget, they would explore opportunities to use remaining funds, and Chalfant requested an energy usage estimate for the building's HVAC and lighting systems for the next meeting.

- iii. Update on Solar on Rooftop Quotes

***Motion the 1888 Building Advisory Committee Recommend PV Squared Contract with WJ Mumford the General Contractor for Roof Top Solar on the Addition– Hilchey***

***Second: Caswell Hilchey – aye, Chalfant – aye, Caswell - aye (3-0-0)***

- iv. Other Updates

3. Other project updates

4. Next Meeting: TBD

5. Adjourn

***Motion to Adjourn at 12:58 pm – Chalfant***

***Second: Caswell Hilchey – aye, Chalfant – aye, Caswell - aye (3-0-0)***

*\*The matters listed are those reasonably anticipated by the Chair which **may** be discussed at the meeting. Not all items listed **may** in fact be discussed, and other items not listed **may** also be brought up for discussion to the extent permitted by law.*

Respectfully submitted,

Alex Herchenreder

Documents List: 1888 Building Advisory Committee Agenda, March 3, 2026