COMMONWEALTH OF MASSACHUSETTS
TOWN OF NEW MARLBOROUGH
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Minutes
Design Review Committee
Tuesday, July 21, 2026 4:00 p.m.

Members Present:	Chuck Loring, Chair
	Barbara Marchione
	Mark Carson
	Maggie Arian
Member Absent:	Robert Hartt
Others:	Dan Pallotta, Project Manager
	Tim Widman, EDM
	Mari Enoch, Town Administrator
	Tara White

Chuck Loring called the meeting to order at 4:05 pm.

Discuss Town Hall Renovations—direction/next steps

Before EDM submits a final proposal to the Town for architectural services, the Committee reviewed and refined the scope of the work. There was a discussion on whether all work should start from scratch or if the most recent schematics (produced by EDM in 2021) could be used as a jumping off point. The committee reviewed the schematic which depicts an addition to house an elevator and new staircase to provide accessibility to the upper floor. There was a discussion on alternative options such as moving the building and potentially siting it to allow the upper story to be at ground level, and/or using just one floor of the building and avoiding the need for an elevator. After discussion, all present agreed that the proposed Town Hall renovation should include use of both the upper and lower floors. Some felt the building should remain in its current location. The Committee also agreed that an elevator was preferred over a lift. The Committee asked EDM to provide a schematic with the elevator and new staircase inside the existing building with no addition as an alternative option to the addition.

Based on this direction, EDM will revise its proposal noting that its work will build off the 2021 work.

The next steps center on the programming of the building. Mari will meet with Tim to go over the programming needs. EDM will bring the program to the Committee for review. It will be reviewed by the Select Board. The public will be notified and invited to comment. The Committee will also be holding a public forum when schematics are available before a final plan

is chosen. There was discussion regarding the need for outreach and P3 will work with the Town on making all documents readily available through the website.

Review and approve previous meeting minutes

A motion was made by Mark, seconded by Maggie, and so voted to approve the minutes of June 9.

A motion was made by Mark, seconded by Maggie, and so voted to approve the minutes of June 23.

The dates of the next meetings were set for Tuesdays at 4:00 on August 4, August 18, September 1, and September 15.

There being no further business, a motion was made by Barbara, seconded by Mark, and so voted to adjourn the meeting at 5:08 pm.

Submitted by,



Mari Enoch

Approved on: August 18, 2026

Documents:
EDM schematics and renderings, Preliminary March 5, 2021