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

Members Present:	Chuck Loring, Chair
	Barbara Marchione
	Mark Carson
	Robert Hartt
Member Absent:	Maggie Arian
Others Present:	Dan Pallotta, Project Manager (via video)
	Tim Widman, EDM
	Edward Daniels, EDM
	Mari Enoch, Town Administrator
	Tara White
	Marc Trachtenberg

Chuck Loring called the meeting to order at 4:01 pm.

Discuss Town Hall Renovations—direction/next steps

EDM distributed a schematic depicting an elevator with a staircase inside the town hall in the southwest corner. This rendering is to show an alternate option to an addition to house the elevator/staircase. Tim Widman said he conferred with a structural engineer who felt installing the elevator inside the building was doable. The exterior walls would require bracing with steel. It was decided that the program was going to dictate the location of the elevator as installing it inside the existing building takes up a valuable space on both floors.

Bob spoke to what he believes are the defining features of the building which are the exterior historical look and the large hall upstairs. He would like to see both preserved. He asked if it was a definite decision that the staff offices would be moving upstairs resulting in the loss of the great hall. It was noted that dropping the ceiling upstairs would change the look of the tall windows from the outside. Tim said EDM was exploring options that might allow for the tall upstairs window to remain while still accommodating upstairs office space.

It was noted that no decisions could be made on the location of the elevator or the staff offices until the program was finalized.

During this discussion Chuck had to leave for a fire call. He returned prior to the end of the meeting.

Tim reported that he had met with Mari and Tara earlier that day to gather the program requirements and preferences. He will send a written program by the end of the week. Mari will distribute it to the Committee members.

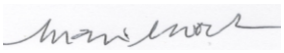
Dan outlined the next steps which included a vote to approve the program subject to minor modifications. Dan will bring written communications to be distributed to the public on the project. Technology and security will also need to be discussed.

Review and approve previous meeting minutes

There were no minutes available for review.

There being no further business, a motion was made by Barbara, seconded by Mark, and so voted to adjourn the meeting at 5:00 pm.

Submitted by,



Mari Enoch

Approved on: August 18, 2026

Documents:
EDM schematics and renderings, Preliminary March 5, 2021
EMS schematic Presentation Plans August 4 2026