

2008/9/8 WT TOWN HALL RENOVATION COMMITTEE MINUTES

PRESENT: Chuck Hodgkinson, Bea Phear, Ginny Jones arrived 17:28, Jim Osmundsen, Mike Josefek (OPM)

ABSENT: Kent Healy, Bruce MacNelly

STAFF LIAISON: Kathy Logue

GUESTS: N/A

OPENED MEETING: 17:18

- Kathy L: has worked out a general site plan for the town website, it can be saved as pdf file and posted to the website. This will help inform the public where the different departments will be located during the town hall construction.
- Bea P: Temporary quarters seem to be going smoothly, trailers are here and being set up: Kathy L: town hall will close to the public at noon on 9/18 and movers will move the employees to the temporary town hall through to 20th if need be. Kathy L and Bruce S will assist in coordination of phone and computer part of the move.
- Solar: Jim O: has continued to work with BPVS (Berkshire Photovoltaic Services), a contact established through Kate W. Roof dimensions, photos and town hall electrical bill has been provided; a completed quote is expected within a weeks time. Jim O, has contacted Sean C of the Historic District to advise that the committee is interested in meeting with the WTHD regarding the held over hearing for the town hall solar panel project.
- Cape Light Compact: Jim O spoke with Antonia K of K&K Tuesday morning regarding the still absent mechanical data requested by Alan Mulak of Cape Light Compact; Antonia K stated that the data needs to come from one of their subcontractors. Antonia K assured that she would persist in obtaining the requested data.
- Meeting Minutes: minutes of August 12th and 19th were motioned, second and all approved by the committee.
- Mike J: met with K&K and Scanlan (Contractor); preliminary procedures meeting, "project pencil recommendations" (checklist); a listing of projections all parties will agree to. The following topics were discussed; testing systems throughout the project (UTS, ATC, BRIGGS) – all agreed level of testing. Scanlan proposing a 10 month construction schedule; committee concerned of a possible drop off of quality with such an aggressive schedule. Ground breaking ceremony? – Committee wants to stay with 10/1 construction start date.
- Bea P: Ground breaking ceremony; Ginny J will compose guest list, please email Ginny with invitation suggestions.
- Bea P: The selectmen have requested to meet with all town committees, Bea P will work out a date some time after the ground breaking.
- Ginny J: reviewed Ginny's research regarding generators (thank you) – a recommendation for an 8KW generator with a propane tank was made. Bea P:

suggested that we accumulate COR (Change Order Requests). Chuck H and Mike J will continue the generator investigation.

- Bea P: Kathy L needs to make small item purchases to facilitate the move to the temporary town hall – the committee motioned \$1000.00 for this purpose; motioned, second, committee voted all in favor.
- K&K: payment of 30,000.00 for balance of this phase of the K&K contract and \$30.00 for expenses. Committee agreed to have two checks cut covering the contract phase payment (25,000 & \$5000) and hold back the \$5,000.00 check until we receive the absent data requested by Cape Light Compact energy auditor (Alan M).
- Bea P (invoice): \$1,489.07 to Thomas G. Colligan for site work – motioned, second, committee all in favor.
- Bea P (invoice): \$213.60 to E.C. Cottle Lumber – motioned, second, committee all in favor.
- Bea P (invoice): \$3,700.00 to Mike J; 46 hours OPM – motioned, second, committee all in favor.
- Mike J: roof covering for the trailer's entryways, all agree with corrugated material – ask Mike H (town carpenter) if he has the time for the additional construction.
- Bea P: Asked the committee to respect the “Old” library's owner (Preservation Trust) and not construct a temporary escape stairway on the outside of the building up to the second story window during the time that town employees will be using the space. The deliberation of this issue was difficult for the committee because it concerns a safety issue for both town employees and public visitors. A motioned was made to respect the owners wishes with the understanding that; the building does have a certificate of occupancy (E. Mendenhall: West Tisbury BI), and that the building will be used for day time town hall business only (nine to five). The motion was seconded, and committee voted 3:1 in favor, Ginny J. being the dissenting vote.

Meeting adjourned at 18:28
Respectfully submitted, Jim Osmundsen

Approved September 16, 2008