

Town Hall Renovation Committee  
Meeting Minutes February 24, 2009 @ 5:00 PM Howes House

Present for the Committee were: Bea Phear, Kent Healy, Ginny Jones, Bruce MacNelly, Jim Osmundsen and Chuck Hodgkinson. Also present were Kathy Logue and Carlton Sprague. Mike Josefek was absent.

Bea opened the meeting at 5:00 PM.

CARLTON SPRAGUE: The Committee thanked Carlton for attending the meeting to review his design for a conference table that would be made out of the old elm tree. The Selectmen support this initiative at an estimated cost of \$3,000 and asked the Renovation Committee to evaluate the design. The Committee asked several functional questions regarding the durability of elm, the finish, the weight and ease of moving the table out of the second floor conference room if needed and the location of the chairs in relation to the table's supporting legs and arms. The table top will be approximately 8' long, 3.5 feet wide and 1 ¼ inches thick. The supporting arms will be 9 inches from the table's longer sides and 14 inches from the ends. After much discussion the Committee asked to see some examples of elm furniture that Carlton has made before giving its approval to proceed.

LANDSCAPE PLAN: Kathy updated the Committee on Carlos Montoya's landscape design approach and timing. The Committee discussed at length the pros and cons of having an automated irrigation system installed versus having a manual maintenance and watering contract to care for the proposed landscape plan. The critical timeframe for irrigation is the first year after installation or until the new plantings are established. If an automated irrigation system is installed backflow valves would need to be added to protect the public water supply and well. No decision was reached.

Several trees along the Grange Hall lot line were tagged by Carlos Montoya for possible removal. The Committee agreed to postpone this discussion to a later date.

PLAYGROUND: The Committee discussed the pros and cons of having Scanlan install the playground as a change order – after the Parks & Recreation department designs the playground and provides the specifications. There are potential timing issues if Scanlan is asked to submit a change order. The Committee agreed that Bea will ask the Parks & Recreation Committee if they will have a proposed design in time to review it at a late-April public forum. The Renovation Committee would like make this a joint forum to obtain public input on the landscape plan and playground.

PARKING LOT PAVEMENT MATERIAL: Kent proposed changing the surface material for the parking lot and bus driveway from blacktop asphalt to concrete. The Committee discussed the pros and cons of the change and how it might affect the surface durability as well as its cost impact. It was agreed that Kent would obtain input from Mike Josefek for the Committee's consideration.

RESTROOM POWER HAND DRYERS: Kathy L. suggested changing the specifications for the paper hand towel dispensers in all four restrooms to electric hand dryers. The Committee discussed the pros and cons of the change. It was agreed to ask Mike Josefek to provide his opinion on producing a change order to accommodate this suggestion in the first floor restrooms only. It would require a new electrical wiring design plus specifications for purchasing the electric hand dryers.

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AIA CHANGE ORDERS: Bea presented the formal AIA change order # 2 for the Committee's approval. The total net cost of the previously approved changes was \$14,933 net of the cost credit that is included in the change order. All of the costs matched the previously approved cost estimates for the specific changes. A motion to approve the change order was made, seconded and unanimously approved. Bruce MacNelly left the meeting earlier and did not vote.

CAPE LIGHT COMPACT PROPOSED CHANGE ORDER – ENTHALPY CONTROLLED ECONOMIZERS: \$9,293.70: Bea reviewed the cost for Cape Light Compact's recommended efficiency upgrade for the three separate HVAC units. The Committee will not act on the change order until it has a firm estimate of the Cape Light Compact rebate that will follow if this change is made.

INVOICES: The following invoices were unanimously approved for payment:

- Airport Mini-storage for January, February 2009 = \$298.00
- Mike Josefek services for February = \$6,525.

MINUTES: The 2/10/09 minutes were unanimously approved as amended.

NEXT MEETINGS: All meetings are scheduled for 5:00 PM at the Howes House. March 10, 24 plus others as needed.

With no further business to discuss the meeting adjourned at 6:15 PM.

Respectfully submitted by Chuck Hodgkinson.

*Approved 3/10/09*