

Town Hall Renovation Committee
Meeting Minutes July 7, 2009 @ 5:15 PM Howes House

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

Bea opened the meeting at 5:15 PM.

LANDSCAPE PLAN AND PLAYGROUND: Bea reviewed the revised playground location and site plan that was agreed with the Park & Recreation Committee members. The chain link fence in the back corner of the Grange Hall lot line will be removed as part of the landscape plan. Chuck H. will meet with Carlos Montoya to walk the site now that the parking lot is paved, review the final playground plan and obtain the final specifications for the Landscape Plan. The Committee unanimously agreed that the landscaping project should be presented to Scanlan as a change order request. Scanlan will obtain competitive bids from island-based landscapers.

LIGHTING: Bea reviewed K&K's recommendations for alternative exterior, wall-mounted lights, the stairway sconce light fixtures and the ceiling-hung lobby light fixtures. The Committee agreed to discuss the following designs at the next construction meeting: Exterior wall-mounted sconces: Sopina Option B painted satin black with the rounded, frosted bottom diffuse globe; Interior Schoolhouse Sconces Editor model for the wall-mounted sconces and the Article model for the ceiling-hung fixtures. Both interior fixtures will have the oil-rubbed bronze finish to match the hardware.

WB MASON OFFICE FURNITURE: Bea shared the final delivered and installed cost estimate for all of the office furniture and related accessories is \$85,938.60. The custom conference room table that Carlton Sprague is creating from the old elm tree will cost an additional \$3,000. The combined cost is below the budgeted amount of \$90,000. The need and type of window blinds or coverings will be determined after the staff is back in town hall and the natural light is evaluated in relation to the work stations. The Committee will budget \$5,000 - \$10,000 for the window treatments – if needed.

INVOICES: The following invoices were approved for payment:

K&K:	\$5,047.39 (to be paid at the end of the month).
Briggs Engineering:	\$510.00
Scotsman:	\$716.00

PROTESTS: Bea informed the Committee that there are two formal protests that will be submitted by two sub-contractors. One from the caulking sub-contractor claiming the required caulking around the windows and through-wall penetrations is not within their bid specifications. The second is from the roofing sub-contractor. He is claiming the roof over the third-floor dormers is not considered a roof and therefore is not a part of his bid specifications. The cost of the roofing protest in question is \$8,190. Both protests will be challenged by Mike Josefek and Scanlan.

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MINUTES: The review of the June 23, 2009 meeting minutes was postponed to the next meeting on July 14th.

With no further business to discuss the meeting adjourned at 5:50 PM.

Respectfully submitted by Chuck Hodgkinson.

Approved July 28, 2009