

Town Hall Construction Committee  
1/12/15 Meeting Minutes  
7:30 a.m. at Town Hall

Members present: Laura Andrews, Bill Barton, Pablo Carbonell, Jack Guswa, Rick Maiore.  
Members absent: Al Combs. Others present: Tim Bragan (Town Admin. and Board of Selectmen liaison); at 8 a.m. Jon Lemieux and Steven Kirby (Vertex OPMs); Drayton Fair and Brian Valentine (LLB Architects)

Rick called the meeting to order at 7:30 a.m. and the committee approved the minutes of the 1/5 meeting.

**Town Administrator:** OPM and architect are coming in at 8 to talk about the calendar.

**Other Town Boards:**

**Historical Commission:** Jack and Rick are meeting with the HHC in a special meeting tonight to review supplemental documents to the January 7, 2015 Application for a COA. The THCC agreed to comply with the HHC request that we submit a new application rather than a supplement to the 2013 application.. Samples of building materials will need to be available for a public hearing, but the HHC can proceed without them at this time. The Commission requested more information on the access ramp, restoring the tower base, removing the third chimney, and the back door portico, among other things. They also need to make sure we document how the money from the Community Preservation Fund is spent.

**Board of Selectmen:** Rick handled out a draft format of the standard monthly report to the BOS, which he proposed Laura deliver, backed up by the rest of the Committee. He and Laura will add more specifics. The first report will be given 1/20.

**Add Alternates:** We reviewed the status of the add alternates with Steve, Jon, and Drayton

- # 1 – Replace Existing Windows (\$159.4k) – no change
- # 2 – Add Cupola Construction (\$187.5k) – verified that \$187.5k is cupola only - no change
- # 3 – Add Meeting Room Acoustical Spray (\$49.7k) – was # 9, which was added to the base bid. After discussion and no facts about effectiveness with high ceilings and which problems we will be trying to solve, the Committee agreed to pull # 9 from the base bid and add it as add alternate # 3.
- # 5 – Add Stage (\$47.6k) – determine after public forum 1/13. Rick will attend and give the committee's recommendation that the stage be eliminated and flexible leased options used.
- # 6 – In Lieu of Blown-In Cellulose Insulation, Substitute Spray Foam Exterior Wall Insulation (\$148.6k) – still under discussion after review of general pros and cons. Pablo will email Rick with more detail, which will be discussed at our 1/20 meeting and be presented at the 1/20 Board of Selectmen meeting for its decision.

The remaining add alternates remain the same as noted in the 12/29 minutes.

**Calendar:** Jon, Steve, and Drayton brought up concerns about the calendar related to the limited review time allowed for sub-bidders, general contractors, and cost estimators. After discussion we agreed to the following:

- 1/20 – final design drawing to OPM and cost estimator
- 1/27 – finalize base bid and add alternates
- 2/3 – OPM puts ad in register for publishing the next Wednesday
- 2/11 – ad for bids runs
- TBD – site walk for subcontractors with Drayton
- 3/4 – subcontractor bids due
- 3/13 – general contractor bids due
- 3/13 – THCC, OPM, architect review bids and do due diligence on contractors
- 3/17 – THCC recommends GC to BOS

Next meeting is scheduled for 7:30 a.m. Tuesday, January 20, in the Town Hall meeting room.

Rick adjourned the meeting at 9:05 a.m.

Laura Andrews, recorder