

Town Hall and Hildreth House
Construction Committee
7/13/15 Meeting Minutes
7:30 a.m. – Interim Town Hall Meeting Room

Members present: Laura Andrews, Bill Barton, Al Combs, Jack Guswa, Rick Maiore. Absent: Pablo Carbonell, Connie Larrabee. Others present: Tim Bragan (Town Admin.)

Rick called the meeting to order at 7:30 a.m. and the committee approved the 6/29/15 minutes.

Town Hall

Town Administrator Report: Our insurance adjustor walked through the project last week and the project is going well.

New Issues:

- The rear section of the building requires additional piers, which should have been in the original architectural drawing. Tim and the Red Team will address “errors and omissions” with LLB and have a response by the next meeting.
- Metal stair railings in early design were to have been changed to wood in the architectural drawings. Tim is working with LLB to resolve.
- Electrical issues on Ayer Road will stall the scaffolding if not resolved soon. Tim is following up again with National Grid.
- Inside paint color needs to be decided. Al will review and bring a recommendation to the Committee at our next meeting.

Open issues:

- Sagging floor above the boiler room will require a change order. No cost estimate yet. Discussion underway about the best method to resolve.
- Siding sample is coming up on the milestone schedule. LLB has questioned that there is no cost difference between ¾” notched siding and ½” un-notched siding with different amounts of reveal. The Red Team will resolve the issue.
- Front swinging doors – awaiting building inspector ruling.
- Second floor, west, front window – leaving as is.
- Lift – height – pursuing variance. Tim following up.
- Lift – fire-rated shaft – awaiting State response. Tim following up.
- Fire Code changes – will be made. Change order estimated at ~\$26k. A few discretionary items will be decided on at our 7/20 meeting.

Hildreth House Tim is still working with the OPM on the RFP for an architect for the design phase.

Communication:

- We discussed creating a simple report or graph that shows the percentage of completion vs. the percentage of expenditures for the September BOS report. Jack will work on it.
- Al will find out when the cupola will be ready for installation by crane so we can inform the town and have pictures.

Next meeting: Monday, July 20, 7:30 a.m. in the Interim Town Hall Meeting Room.

The meeting was adjourned at 8 a.m.

Laura Andrews, recorder

