

MUNICIPAL BUILDING COMMITTEE

MEETING MINUTES 6/10/2020

Meeting conducted online via Zoom, commencing at 7:00 pm.

In attendance: Stephen, Chris, Will, Peter, Heather, Deb (joined 7:50[m]), Jere, Melanie, Theresa

- Chris kicked off the meeting with updates on schedule.
 - We are on/ahead of schedule in preconstruction
 - Currently MEP and Site contracts are secured; for Sitework Field and Roads was awarded the project.
 - The balance of the project will be put out for bidding this week.
 - Within the next 4 weeks the final contract will be signed w/ Naylor and Breen following the complete bid process.
 - Construction slated for the first week of August.
- Jerry asked to clarify signing of the contract and ensuring it aligned with selectboard meetings. Stephen clarified that there were meetings schedule for July 13th and July 27th.
- Stephen provided an update on a previous selectboard meeting in which the Selectboard took up the discussion to reviewing a petition to postpone the project. The members discussed the delay and the selectboard voted 5 to 0 to proceed with the project and not delay.
- Chris gave an update on the DRB hearing regarding the new project. Hearing went well; the corners of the building are staked out on the land. Blue ribbon indicates the building corners. Orange ribbon indicate the parking lot. The drive entrance is essentially where the sign is today. Chris indicated that Betsy was going to be writing the decision today to initiate the 30 day clock for public comment.
- Chris updated the team to indicate all permits have been submitted for approval.
- Chris and Stephen provided an update on the well agreement with the church. In addition, the water source permit was discussed. Additional water samples were asked; Stephen submitted those samples today.
- Stephen discussed the bond. Stephen said he received the bond anticipation note. It will be reviewed at the next selectboard meeting.

- Chris provided the team an update on VE items, owner contingency, reduction in allowance on the well due to the progress in design and scope.
- Jerry expressed concern regarding the front door; wanted to ensure it was not steel to prevent rust issue with winter salt application. Chris clarified that the exterior door was fiberglass. Chris also stated that the town should review options other than traditional salt.
- Chris discussed the drawings; which are 56 pages. Chris expressed the importance for the committee members to review the drawings and submit questions as they see fit; any questions that need to be addressed prior to signing contracts should be addressed.
- Chris reminded the team that the drawings are available on the “box” website share site. Will indicated he would spend time reviewing the complete package.
- Jerry discussed the need to fully understand when the job is done, what is also needed? Such as furnishing the space. We do have owner related budget items for furnishings and the team needs to further develop that.
- **Next Committee Meeting scheduled for Thursday, July 9th at 7:00 pm via Zoom.**

Meeting adjourned at 8:00 pm

Respectfully submitted,

Will Bown
Rotating Deputy Secretary
Municipal Building Committee