

## 20080310 WTTOWN HALL RENOVATION COMMITTEE MINUTES

Town Hall, March 10, 2008 at 1545

PRESENT: Bea Phear, Chuck Hodgkinson, Virginia Jones, Jim Osmundsen, Kent Healy arrived at 1700

STAFF LIAISON: Kathy Logue

ALSO PRESENT: John Keenan, Antonia Kenny

ABSENT: Kate Warner

**BID ESTIMATE:** Bea opened the meeting at 1550 and presented the details bid estimates (marked 90% complete) which John and Antonia explained. The bid, for relocation, construction (including basement), contractor site preparation, and administration is \$3,769,325.86. We added Site Work by Owner, a contingency factor and the "island factor" to arrive at a total estimate of just under \$5.2 M. This is for 7500 sq. feet of usable space, plus the full basement for storage, and the main vault. There was a discussion of how the figures were determined, and minor changes and corrections made. It was noted that there were no real surprises and that the added cost of insulation would provide great benefits in energy efficiency and acoustics.

Bea had spoken with John Anderson of John Anderson Co. who provided a figure of \$75,000 to properly prep and paint 46 wooden windows and all the trim (if wood), and noted that this should be done every three years.

**SPECIFICATIONS:** Bea presented an analysis of her review of the specs, and they were addressed by John and Antonia. Other members were asked for comment. John urged us to look at Windsor windows (aluminum and some form of plastic) which they had just seen and considered very impressive. They urged us to consider yellow birch flooring from a sustainable coop: the Massachusetts Woodlands Cooperative.

**SITE PLAN:** Kent expressed his concerns about the placement and construction of the handicapped accessible ramps, which would prevent sloping of the ground away from the foundation (to facilitate drainage of water). The committee agreed that the ramp should be supported by cement posts, and be open to preclude blocking water, and ingress of vermin. Rails should be included.

The committee went over the CAD drawn site plan and marked up trees to be saved and trees to be removed. Ginny requested the addition of a bike rack.

**STRUCTURAL REPORT:** We received a structural report from Coastal Engineering; it notes structural problems with the building although, as the committee commented, there is nothing that wouldn't be expected in a 150 year old building which has had little proper maintenance.

Adjourned at 1740 and the committee left to meet with the Historic District Commission.

Respectfully submitted, Virginia C. Jones

*Approved March 25, 2008*