

20080318 WTTT RENOVATION COMMITTEE MEETING MINUTES

PRESENT: Bea Phear, Kent Healy, Chuck Hodgkinson, Kate Warner, Ginny Jones, Jim Osmundsen (arrived at 1715); Kathy Logue (arrived 1730) Staff Liaison

ALSO PRESENT: Jamie Doyle, OPM, Antonia Kenny and John Keenan

The meeting was convened by Bea at 1705 and a discussion took place about small details still to resolve: sump drain in addition, N ramp elevations, hand rails, grading, conduits for wires, fans, etc.

John commented that the drawings are about 90 – 95% complete and will be revised continuously until the ads go out for bids.

Kent has concerns about the N ramp and the ability to slope the ground away from the building (for proper drainage) and have enough length for the proper length ramp. There is a discrepancy between the lowered level of the building and the height of the ground and the ability to site the handicapped accessibility ramp. Kent, Jamie and K & K will work on this.

COSTS: The costs are the same as at previous meetings. K & K has been over the specs item by item and has questions for some and changes for others. Jamie commented that the numbers are very comprehensive and will not change significantly although K & K may change some small details. Bea stated that she wants a firm figure by Friday the 21st.

PLANS: K & K have found a few things such as ceiling fans which need to be located (which we did) so we need to add 9 ceiling fans to the cost estimates, and an exhaust fan in the IT room. We decided that a 40 gal gas fired hot water heater should suffice for the whole building's hot water needs.

SPECS: We are specifying the use of sustainably managed and forested wood floors (such as yellow birch in "conservation grade") from either Massachusetts or Maine. The spec should be listed as a performance standard.

Insulation: K & K explained some of the insulation and air and water barrier materials and Kate explained as well. Kate reminded K & K that the stair well to the basement must be insulated so that there is no break in the continuous insulation barrier. Kate had provided K & K with information about types of insulation, pan flashing around doors and windows and vapor/air barriers. We need to make the building tight to prevent the infiltration of water as well as air; we would do this by a water barrier which prevents water driving through the shingles and allows outside surfaces to dry to the outside, etc.

We confirmed that there will be an ice & water shield under the roof shingles.

A discussion ensued about how to word various specs and where to include them in the various schedules so that the contractor will see the appropriate information and specs...those items which each contractor and sub needs to do for the building.

The School house lights, which were our choice after the first abortive choice of “diaphragm” lights, have been rejected by K & K. We agreed that we would re-consider the types and style of lights after the Town Meeting vote. In addition we will also re-consider the ramp issues after TM. We may also decide to consider LED lighting although this type of lighting is considerably more sophisticated and light years more expensive. We chose several spots for down/up wash lights for paintings and other wall decorations.

Chuck asked if there is a targeted construction start date. We set a tentative time schedule of advertising for bids in the Central Register around May first, OR by June 15th. The bid opening would be about 6 weeks later, leaving a month to write and negotiate a contract (while the staff prepares and moves to temporary locations) with construction to start about a month later than that.

THE PUBLIC FORUM WILL TAKE PLACE MARCH 26 AT THE HOWES HOUSE AT 7 PM. Chuck has prepared a draft presentation and power point slides. Bea will give the narrative and Chuck the fiscal stuff. K & K will be present.

Adjourned 1900

Respectfully submitted

Virginia C. Jones

Approved March 25, 2008