

20090407 WTTOWN HALL BUILDING COMMITTEE MEETING MINUTES

5 pm Howes House Present: Bea Phear, Kent Healy, Chuck Hodgkinson, Bruce MacNelly, Virginia Jones; absent: Jim Osmundsen; Kathy Logue – staff liaison; Mike Josefek OPM. Also present: Annie Parr

INTERIOR ARRANGEMENTS: Bea introduced Annie Parr of Island Interiors who was asked to do some consulting on colors of furniture, walls, etc. She showed us a story board of two different design palettes that she had prepared using BA Mason materials. One is a warm, neutral look (I believe this was Option 2), and the other a more tailored, elegant, executive look. The committee unanimously agreed on the executive color scheme (Option 1) with some reservations about materials for guest chairs. Because of the budgetary constraints the choices for these chairs “is not great.” We authorized Annie to go ahead and have further discussions with Rick Kelleher of BA Mason about other options. Annie was also asked for guidance on which colors to pick for wall surfaces within the Sherwin Williams palette. The committee agreed to eggshell finish (easier to clean and does not deaden light).

REVISED FLOOR PLAN: At the request of the Board of Selectmen we were asked to reconsider providing a more private space for the Executive Secretary. Antonia and Mike expressed their dismay about revisions and how it would affect the interior, and the committee has reservations as well but agreed to explore options. The reservations focused on the need to preserve the feel of openness, the ventilation flow and the much prized natural light which the open plan fosters. Antonia and Bea worked together and proposed flipping the Exec Sec and Town Clerk offices to the north and the Building and Health Inspectors’ offices to the south. The latter two offices will only have partial partitions. It was voted by majority, Kent dissenting, to approve a full fixed partition (with glass in door and glass interior window) around the Exec Sec’s office, if the cost for all the revisions (heat, AC, IT, phone, electricity, new construction, etc.) does not exceed \$15,000 with a 10% variation.

PARTITIONS: Antonia has recommended and the committee agreed that all interior partitions will be 56” when possible although where there are counters to serve the public, or high cabinets the partitions may have to vary.

PUBLIC FORUM: Public Safety Building on the 28th at 7 pm. Bea will do publicity; Chuck will do an agenda and power point presentation which will include information on irrigation, budget, Carlos Montoya’s landscaping plan (with photos), info about two further trees to remove; Bruce will do some graphics. Park and Rec will present their plans for the play ground including info about the budget and the proposed surface.

ROOFING: We have been able to get roofing shingles which have a 40 year warranty, will withstand 120 mph, and will be oyster gray. Another part of the roof will have Sarnafil 48 mil, 100 mph with additional fastener.

MIKE JOSEFEK'S REPORT: The project continues to go well although construction is currently 3 to 4 weeks behind schedule. Mike monitors every phase of the project several days a week and, working with Kent on occasion, continues to keep the contractors on track.

FUTURE CHANGE ORDERS: Bea presented some potential change orders for our information.

CURB CUT PLAN: Kent prepared an application for the Commonwealth, and has been informed of several minor changes which he has made and will present to them tomorrow. Terry Gelinis has given an estimate of \$3000 to create a "sand drain" which should remedy the drainage problem in front, on the east side.

MINUTES: It was voted to approve the minutes of March 24, 2009 with some revisions.

INVOICES: It was voted to approve payment of Mike Josefek invoice for March of \$5,650, Scotsman of \$716, and K & K for April (latter to be paid at the end of April) of \$5,029.70.

FRONT DOOR: Due to continuing problems, achieving a creative and locally crafted mahogany entrance door and side light installation by Will Parry has proved impossible and Ginny has withdrawn, for now, her offer.

Respectfully Submitted

Virginia C. Jones

Approved April 21, 2009