

20091201 WTTOWN HALL BUILDING COMMITTEE

5:15 pm Town Hall in the small conference room.

PRESENT: Bea Phear, Kent Healy, Chuck Hodgkinson, Virginia Jones, Jim Osmundsen; Kathy Logue, Staff Liaison. Absent: Bruce McNelly

Also Present for all or part of the meeting: JP Uranker, Michael Colaneri, Cristina West

SIGNS: JP Uranker had prepared, with Jim, some concept designs for both outside and inside signage including a large WEST TISBURY TOWN HALL sign for the east façade, a BUSES ONLY sign for the north side of the semi circle, EXIT and ENTRANCE 4 sided signs for the south side, plus an interior first floor directory sign and interior individual signs for each office. The committee had some strong opinions about how the signs should look, materials and colors to be used, and what they should say, and Mr. Uranker is preparing another quote incorporating these suggestions.

The committee reminded everyone that because of the bid process three bids must be solicited. Tom Hodgson has been non responsive, and we suggested that Jim also try to get a bid from Melissa Patterson and Elizabeth Whelan.

CAPE LIGHT COMPACT: Staff walked through the building on the 19th of November and has sent another check for approximately \$10,400 for a total of \$12,000 which will be added to the General Fund.

Christina West and Kathy presented a proposal to purchase software for Town Hall computers which allows any and all staff to pull up map and parcels. Chuck commented that he uses this software in Chilmark and that it is very useful. Kent, Ginny, Chuck, and Jim all had reservations about the appropriateness of using TH renovation funding for this purchase although they agreed on its value and would support a purchase funded from Town Funds.

INVOICES:	Richard Olsen -- Grange site work	\$ 255.00
	Grainger – dehumidifier control	220.78
	Mike Josefek – November	1700.00
	EC Cottles	84.50

Voted to approve for payment

PUNCH LIST: Kent reminded us that we need to get a final site map from Mike Josefek.

Next meeting: December 15, 2009

Respectfully submitted
Approved December 29, 2009

Virginia C. Jones