

Town Hall Renovation Committee  
Meeting Minutes March 19, 2010 @ 8:30 AM Town Hall

Present for the Committee and attending the meeting were: Bea Phear, Kent Healy, Jim Osmundsen and Chuck Hodgkinson. Also attending was Kathy Logue. Ginny Jones was on a train somewhere. Bea opened the meeting at 8:30 AM.

WARRANTY ITEMS: Bea reviewed the results of the warranty meeting that took place on March 18 among Chuck, Kent, Bea, Kathy, Mike Josefek, Antonia Kenney and the Scanlan representatives Jim Hudson and Seth Adams. Kent commented that the soil grade on the north side of the building does not meet the specifications as outlined in the site plan. This should be corrected as it may be contributing the water problems in the basement. Bea said there is an agreed plan to resolve the thirteen outstanding warranty items. The list will be revisited to confirm all are warranty items are successfully resolved.

CHANGE ORDER # 7: Bea informed the group that the change order (CO) for the site work along State Road has been resolved with Scanlan and White Bros. Approval of CO # 7 was moved, seconded and voted unanimously in favor.

SIGNS: Some of the work station interior signs have been installed. The interior directory sign needs a little more work and the outdoor signs still need to be produced and installed.

AS BUILT SITE PLAN: Scanlan will provide the final site plan after the playground is placed in its existing location.

INVOICES: The Committee did not approve the outstanding \$5,000 Scanlan invoice for payment. Scanlan needs to confirm all subcontractor liens have been released and all invoices have been paid.

The following invoices were approved for payment:

|                        |            |
|------------------------|------------|
| Scanlan CO # 7:        | \$2,149.00 |
| DaRosa (map cabinets): | \$3,694.00 |

MINUTES: The March 5, 2010 meeting minutes were approved as amended.

NEXT MEETING: Kathy will inform the group when the next meeting will be needed to review outstanding invoices. With no further business to discuss the meeting adjourned at 8:55 AM.

Respectfully submitted by Chuck Hodgkinson.

*Approved April 15, 2010*