

Town Hall Construction Committee
4/10/15 Meeting Minutes
7:30 a.m. at Town Hall

Members present: Laura Andrews, Bill Barton, Pablo Carbonell, Al Combs, Jack Guswa, Rick Maiore. Others present: Tim Bragan (Town Admin. and Board of Selectmen liaison)

Rick called the meeting to order at 7:30 a.m. and the committee approved the 3/24 minutes.

Tim reported that one company bid on the metals re-bid and it was \$27k higher than the budget. LLB and Vertex will request a labor breakdown to see why it's so high.

Since the accepted bid on the project covers both add alternates, the cupola and windows, those items are now part of the overall budget and are considered equal to all other parts of the budget.

Rick outlined the results of a pre-construction meeting and committee roles going forward.

- 1) Financial – the general contractor (GVW) will submit requests for payment to LLB and Vertex, who will review, approve, and send them to the Town Hall Construction Committee. The committee will review, approve and send them to the Finance Department to send to the Board of Selectmen, who will approve a warrant. The committee voted unanimously to authorize Laura to review the bills for the committee.
- 2) Change Orders – all change orders have to go through the committee, one change per change order. Al, Bill, and Pablo – the Red Team – will be monitoring that what is supposed to happen is happening. The committee voted unanimously to authorize the Red Team to be responsible for the change orders. We agreed that two of the three team members could act for the team.
- 3) Schedules – the committee voted unanimously to authorize Jack to keep the schedule and report on delays, working with Vertex rep Brian Fors and someone from GVW.

Committee members will bring to the full committee any problem they see.

Construction meetings will be held Wednesdays at 8:30 a.m. in a place to be determined. At least one member of the Red Team will attend. THCC will meet every other week on Wednesday at 7:30 a.m. in the conference room at the town center fire station.

Tim said that the Historical Commission still needs to see samples of the shingles and siding.

Rick reported that Vertex will be working with the Hildreth House plans and that our committee may play a role in that renovation.

The Town Hall open house and auction are scheduled for 1 to 3 p.m. April 18. Rick and Peter Warren will be auctioneers.

The next meeting is scheduled for 7:30 a.m., Wednesday, April 29, at the town center fire station meeting room.

Rick adjourned the meeting at 8:25 a.m.

Laura Andrews, recorder