

Moeller Home Building Committee Meeting Minutes - June 15, 2004

Members present were Chairperson Perry Cornwall, Melvin McOmber, Brian O'Connor and Kathleen Bagley, Director, Recreation and Parks Department. Staff member present was Salvatore Cucia, Assistant Director Recreation and Parks Department. Representing Moser Pilon Nelson was the architect, Jim Bell. The meeting opened at 1:30 p.m. at the Community Center.

1. Public Comments.

No public comments.

2. [Minutes - June 3, 2004](#).

Melvin McOmber moved to approve the minutes. The motion was seconded by Kathy Bagley and passed unanimously.

3. Finalize Bid Specifications.

a. Jim Bell worked with the committee members to review the bid specifications for the project and discussed ways to reduce the scope of the project bring it within the construction budget. Committee members went over the list of suggestions from the previous meeting. They talked about leaving the interior painting to volunteers and having the contractor do the ceilings in the building and the exterior paintwork. Committee members agreed that this was an appropriate way to look at painting operation and they will look to have the paint donated for the interior walls.

b. Committee members will change the linoleum floor to VCT flooring.

c. Heating System.

There may be some savings on the heating system. The architect will confirm this with the project engineer. He will also check on the gas service. An approximate savings of \$2,000 per year was the calculation done by the engineer for using the new heating system in the building as opposed to a more conventional system of heating the building. Committee members had asked for this calculation in order to confirm their use of the new heating system. They were very pleased with the savings that would be generated on an annual basis utilizing the heating pumps. Committee members asked the architect to confirm the fire alarm system with the fire marshal. The architect suggested that they look at the brickwork on the exterior of the building and budget a 15% allowance for the exterior wall. Also, the committee can powerwash the exterior of the building.

d. Performance Bond.

These items are necessary in the project as part of the contractor's cost so no savings would be realized in that area.

e. Committee members discussed saving some of the slate on the roof. They decided to talk to the contractor after the award of the bid to set aside a percentage of slate to be saved.

f. Committee members talked about what items to salvage from the building prior to construction. The architect suggested meeting with the contractor to determine what items will be turned over to the town. Ms. Bagley suggested talking to the town manager about selling some of the items in the building. She will find out the process from the town manager.

g. One question remaining from the prior meeting was the status of the electrical service. The electrical service will be buried from the street to the building.

h. Another question was asked whether or not the ramp would involve the taking of some trees. The architect confirmed that some trees will be removed and Ms. Bagley will contact the tree warden to make him aware of this situation.

4. Project Funding.

Perry Cornwall distributed a letter from the town manager identifying the Town Council's commitment to set aside \$50,000 for 2004-05 budget for use on the Moeller Home. The letter states that the funds will be available July 1, 2004 and the Council would like this money used towards the new roof on the building. Ms. Bagley distributed an estimated budget for the project. She explained that the costs for construction would be approximately \$700,000. Funds available to date are \$613,000 leaving a balance needed of approximately \$87,000. Ms. Bagley also reported that she spoke with the town manager on whether or not to go out to bid with this amount of balance still remaining to be funded. The town manager recommended the committee go out to

bid. Perry Cornwall reported that the committee is still fundraising and is looking at some grant options also.

5. Architect Request for Payment - Invoice #0013618.

Mel McOmber moved to approve the architect's third payment in the amount \$19,304 for invoice number 0013618 dated June 1, 2004. The motion was seconded by Brian O'Connor and voted unanimously.

6. New Business.

Committee members set their next meeting date for July 8 at 1:30. There will be no July 1 meeting.

7. Adjournment.

Mel McOmber moved to adjourn the meeting at 2:45 p.m. The motion was seconded by Brian O'Connor and voted unanimously.