

Minutes of NTBC 5/5/14

Present: Susan Hansel, Bert Wingerson, Sandy Mackenzie, Russ Thomas, Maury Collins, Dave Upton

The meeting was called to order by Dave at 6 pm.

Approval of Minutes of 4/14/14

Motion by Bert seconded by Russ to approve the Minutes of 4/14 as presented. Dave commented that the funds for the access ramp for the Library were included in the budget for the work on the Library and that since Jeff Ingram is doing all of the site work we simply have to make sure that the cost of the work on the ramp is billed to the Library project, not to the Town Hall project. All agreed and the motion passed by unanimous vote.

Budget Status

Dave reviewed the proposed change orders and budget status for both projects. We have spent much of the contingency money for the Library adding an alarm system and emergency lights and exit signs, and the installation of sheet rock ceilings in both the Archives and Storage rooms. Nonetheless, a surplus of a little over \$1000 remains in the Library budget. All of the more than \$30,000 contingency fund for the work on the Town Hall remains. Included in the budget report was a review of the architect fees for contract administration. The Committee agreed that since we have not required any significant amount of contract administration service for the Library project that we should attempt to renegotiate the \$2,800 contracted for this work.

Project Progress Report

Russ reported on the progress of both projects. The rough-in work on the Library is nearing completion with the jointing of sheet rock and the installation of the new heat pump system. The work on the Town Hall is beginning. The building has been lifted from its foundation in preparation for the installation of a new concrete foundation, drainage, and floor joists. Russ plans to meet with the architect and the contractors on 5/6/14 to make sure all work is progressing satisfactorily. Russ will talk with the architect and Jeff Ingram to identify alternative designs for increasing the structural support for the roof trusses on the South wall of the Town Hall.

Rubble Stones and Chimney Bricks

The Committee agreed that the rubble stones removed from the old foundation of the Town Hall should be removed from the site and disposed of. Russ will confirm that this is part of the plan for Ingram Construction and that there will be no additional cost for this work. The Committee agreed that those chimney bricks that are intact should be saved although no particular use for them was agreed upon. Both Dave and Russ will remove these from the work site and stockpile them at their respective residences until such time as the Committee decides on how best to use them.

Next Meeting

The Committee agreed to change its typical meeting day from Monday to Wednesday so that Lisa can attend. Wednesdays available will be those alternating with the scheduled Select Board meetings. As a result the next meeting of the NTBC is scheduled for Wednesday, 5/14 at 6 pm in the Town Office.

Fund Raising Report

Sandy reported that Dave Birchenough will be sending thank you letters and gift

acknowledgments for tax purposes to all donors.

Adjournment

Motion by Russ seconded by Maury to adjourn was approved unanimously. The meeting adjourned a 7:25 pm.

Respectfully submitted,

Dave Upton