

Cornwall Town Hall Renovations

Meeting Minutes / Notes
October 27, 2016

Attendees

Sue Johnson, Town Clerk
Magna Dodge, Town of Cornwall
Jake Chaplin, Town of Cornwall
Ashar Nelson, VIA
Oakley Smith, Smith & McClain
James Needham, Smith & McClain
Sean Fierman, Smith & McClain

Absent

Stu Johnson, Town of Cornwall
Ben Wood, Town of Cornwall
Mary Conlin, Town of Cornwall
Denny Rheaume, Town of Cornwall
Kevin McClain, Smith & McClain

Prepared by: Sean Fierman
Meeting Started: 8:05 AM

Ongoing / Old Business:

100716.13 Slate

Murphy's Metals will come by and look at the Annex slate. Not interested in the Main Building smaller slate. No interest/ no response from any other companies. **102717 All agreed to not keep the slate and the Town will receive a \$2000 credit from S & M. Issue closed**

102016.6 Cabinet samples

S & M supplied cabinet samples. **Sue** will keep them until all members have had a chance to look at them. **102716 Cabinet samples approved. Issue closed. 102716 Ashar** asked for the proposed countertop brands so a decision can be made on color. Also requested are samples of carpet in order to make paint and countertop decisions. **Sue** asked if the clerk's office could be linoleum instead of carpet as foot traffic mud makes it difficult to clean the carpet. Discussion will continue. **103116 Carpet, base and tile samples are being shipped out today.**

102016.7 Zehnder ERV

S & M would like to discuss with the engineer on the ducting plan as it calls for non-proprietary ducting. **Jackman's Inc.** asked if they could suggest an alternate brand. **Ashar** said he would speak with the engineer on these issues. **102716 Ashar is continuing his conversation with the engineer.**

102016.12 Oil line in Basement

Sean pointed out that the existing oil line would need to be moved for it's safety during the project. **Ben** asked him to call **CVP&H** to do the work. **102816 The oil fill**

and vent lines are in the way of the lift pit framing. Jackman's has provided a quote to move the oil line out of the way, move the oil tank and bring the fill lines to code and out of the way. Waiting for a decision to be made.

102016.13 Water line at Basement West Wall

The existing water line to the Nordsey residence lies in the way of the proposed interior retaining wall. **Ben** agreed it should be removed. **James** was assigned to investigate any backflow problems before removing it. **102716 Ashar proposed to not contact the Nordsey's and instead encase the water line in foam and leave it where it lies. All agreed to this. Issue closed.**

102016.10 Contract

Ben asked if the contract could have a list of payment dates as this would make it easier for the Select Board to know the payment schedule ahead of time. **102716 Payment schedule still needs to be completed**

102016.14 Existing Ground

The existing electrical ground is attached to the water heater. **Ashar** requested that it be moved to the new retaining wall footer.

New Business:

102716.1 Schedule update

11/1/16 will be tax day. **Sue** alerted **S & M** that there will be increased foot traffic that day. **S & M** said they would be sure to keep work contained to the outside and attic. **Sean** informed all that the concrete was 2 days behind schedule due to inclement weather. As Sue will need about a week to transfer her office to the temporary trailer, **Sean** said he would isolate her office for this period to begin demo in the rest of the building.

102716.2 Annex furniture

Sue is still trying to get in touch with Tom Broughton to try to get the saved pieces auctioned off.

102716.3 Roofing Warranty

Questions about the wording in the specs regarding the warranty. The manufacturer's warranty and accompanying shop drawings will be over \$2000. **Sean** noted that current Town credits would mostly cover this cost. **Oakley** offered to carry the described warranty in house. **Ashar and the Town Reps** are leaning in this direction but will need to make a final decision. Requested is clip fasteners' layout and flashing drawings from Engler. Also needed is a decision on the roofing color.



102716.4 Doors

Sean asked if a decision on door heights could be made by the 11/3/16 meeting. **VIA** said they could make this decision after all the savings have been figured out. **Sean** Goodro Lumber should have this number by Monday.

102716.5 Lift Colors

Sean showed to all present the color options for the interior of the wheelchair lift. Antique White is the unanimous decision. **Sean** said he is waiting on his spec submittal to be approved before ordering the lift.

102716.6 Change Orders

S & M asked for the best way to submit change orders. It was agreed they would be submitted in bulk 3 times during the project.

102716.7 Service Window

Oakley expressed his concern about the long term functionality of the bi-fold panels. **Sean** said he would look at the recently installed similar window in the Shoreham Town Hall. **Ashar** suggested a continuous piano hinge at each edge to restrict warping. **Sean** noted there would need to be through-bolt latch hardware at the top and bottom of each half of the window, which would need two holes in the countertop to latch successfully. **S & M** offered the idea of an automatic security shade instead of the proposed bi-fold window. **Sean** said he would get pricing and pictures.

102716.8 Trash

One local resident had left several bags of household trash in the recycling dumpster. The trash bags were returned to their owner.

End of Meeting Minutes

Upcoming Meetings/ Activities:

Next Project Meeting: 11/4/16

Meeting end- 9:16 AM

Any questions regarding these minutes can be addressed to Sean Fierman:

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