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ROYALTON MUNICIPAL BUILDING

CONSTRUCTION MEETING #21

Date of Meeting: September 23, 2015

MEETING MINUTES

Attendees: Phil Gates, Selectboard
Larry Trottier, Selectboard (Walk-through only)
Patrick Redden, Upland Construction
Rose Hemond (Walk-through only)
John Breault (Royalton Police Department)
Jay White, Architect

SCHEDULE: Project is ahead of schedule, with completion now expected on November 15, 2015.

ITEMS PENDING:

5.4 Patrick said he will mark up a plan indicating location of under slab utility lines. Jay will put these on the drawing so we have it in electronic format for Royalton's records of what lines are where.

16.1 Jay wants to see a sample of the red doors prior to painting all the red doors. Phil suggested that we may want to only paint the public doors of the municipal offices and the police red, leaving the others white.

16.2 Phil asked that primer on red doors be grey, so white does not show through the red color.

18.2 Patrick will change final color of south wall of Listers Office to be Navajo White as this change was missed by the painters. (No additional cost to owner.) .

19.4 The existing water pump in the well stopped working 3 weeks ago. Patrick was authorized to get a new pump now to get water to the site to aid in landscaping and construction. Pump will be 1.5 amps, to match the existing pump. This is sized so that it can be used for a future building if necessary.

September 23: Phil and Jay reviewed price. It will be included in Change Order #3 and will be processed at the September 30 meeting.

19.5 Matt Grundy (Kitchenette Supplier) said the specified under-counter refrigerator is no longer made. Patrick will talk with his supplier to suggest another model for Jay to review.

19.8 Jay calculated these areas of proposed changes to the Site Paving and Landscape contract and sent them in an email to Patrick on September 10:

Credit AREA OF BACK ROAD DELETED FROM PROJECT: Base plus asphalt topping = 4588 sf. (Value of this Alternate #2 in Upland Bid was listed as \$23,435.)

Credit AREA OF 1" TOPPING AREA DELETED FROM PROJECT 9/9/15: 1" asphalt topping = 27,509 sf.

Add: AREA OF NEW PARKING AREA: Base plus asphalt topping = 11,646 sf.

Summary: Total area of new paving in contract was **32,097 sf**; Total area of new paving in current proposal is **11,646 sf**.

Perimeter Stone Band: 28" wide x 4" deep strip of ¾" washed drainage stone over landscape fabric is **805 sf**. This includes wider strip between building and fire exit path from meeting room. (Volume of stone is 30 yards).

September 16: Discussion of adds and deducts resulted in a wash as adds and deducts balanced out. We do not believe a formal change order is necessary unless USDA says it is as it will result in no change in cost or time and its approval is documented in these minutes.

September 23: Daniel contacted Jay and said that this change needs to be in a Change Order even though price is not changed. This will be in Change Order #3 and processed at the September 30 site meeting.

20.6 Jay noted a minor chip at the main entrance concrete exterior walkway. Patrick said he would grind this out before the asphalt walk is poured.

NEW BUSINESS:

21.1 Wall color below the chair rail will be the green color on all four sides of the room. Patrick said this would not be a change in cost, since the final coat has not been painted.

21.2 Royal Group won the bid for security system. They will also install the audio mute switches outside the Holding Cell and Interview Room. They will be recessed in the wall.

Royal Group will also be installing an intercom system in each vestibule that will allow visitors to call into the offices from the vestibule. These will also be recessed into the wall. NOTE: Intercom needs to be 48" above floor to meet ADA Code requirements.

Contact person for Royal Group is Gary Lieb. (802) 353-7036.

John was able to get Royal Group to move their installation up to October 3 and 4.

21.3 Systems Plus will be on site September 25 to begin connections for phone and data system. Wires are already pulled but connections and boxes need to be connected at both ends of all wires. There are two Cat6 wires at each box – one is for a phone; the other is for computer connection.

21.4 Patrick will begin installing ceilings in the areas where there are not corridors or vestibules so that the security cameras can be wired before the ceiling grid goes up in these areas.

21.5 John will take care of getting a vinyl sign on the Drug Drop Box. He wants to modify the one that came with it to not accept lotions and liquids.

21.6 Jay will prepare Change Order #3 for approval and signing at the next meeting to include items already discussed and approved at the job meetings. These are Modifications to Accommodate Drug Drop-off Box installation; changes in paving contract; replacement of water pump.

21.7 We agreed that the best way to treat the edge of the existing pavement that was cut to accommodate the grass to the left of the main walkway is to form a small curb of asphalt there when the rest of the asphalt is installed.

POST MEETING NOTES:

21.8 Jay stopped by site on September 24 and picked up the samples left on September 23. Patrick said Phil and others came by earlier and selected **Wilsonart “Granito Amarelo Mirage Finish with AEON. # 1878K-35** as the plastic laminate for all of the counter tops, including the Clerk’s Counter top, the Treasurer’s Counter top, both Coffee Bars, and the bench at the Holding Cell.

22.9 Clarification: Melamine finish on face of counters and shelves at Clerk and Treasurer will be “Almond Leather” as submitted as an option by Upland Construction. Trim will be poplar painted white to match doors and window casings as detailed.

22.10 Patrick said he would be sure to caulk joint at top of chair rail, as this is part of their normal trim installation process.

22.11 Entire wall behind Break Alcove coffee bar counter will be the green color. Little fin wall next to it will be the topaz color.

22.12 Jay asked Patrick about getting the paving done soon so the grass could get planted and germinate before frost. Patrick said he would pursue this.

NEXT JOB-SITE MEETING: 10:30 AM, September 30, 2015