

**JAY WHITE, ARCHITECT, PLC**

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**ROYALTON MUNICIPAL BUILDING**

**CONSTRUCTION MEETING #16**

**Date of Meeting:** August 12, 2015

**MEETING MINUTES**

Attendees: Phil Gates, Selectman  
Larry Trottier, Selectman (site walk part of meeting only)  
Rose Hemond (site walk part of meeting only)  
Patrick Redden, Upland Construction  
Jay White, Architect

**SCHEDULE:** Project is back on schedule. Patrick will send out a new bar chart of schedule. Completion date is extended to November 30 due to the two week extension granted for the additional blocking at the eaves.

**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.

**Pending Change Order #2** will include:

*Add \$1104 for additional blocking at soffits, which is net increase from deleting the contracted blocking and adding more blocking to assure soffit boards don't sag. Approved.*

*Add \$565 to put back in the contract the ventilation system for the holding and interview rooms since the approved air conditioning design will rely on this original design to assure proper air changes in those two room. Approved.*

*Add \$2973 to change wall at Break Room due to removal of planned work station and also add a low wall with plastic laminate cap in the Treasurer's office.*

*July 22. Concept approved. Final price may be adjusted slightly to upgrade from melamine to MDO plywood on the public side of the Clerk counter and the Treasury wall.*

*Add outlets at Police Copy Station, Recessed Outlet 6' above floor for Police Security monitor to be mounted on wall shared restroom, facing Police Officers area. Add GFI Outlet at water coolers. Add outlet at Treasurer's new low wall on staff side only. Add emergency lights in restrooms requested by Fire Marshall. (Price to be determined.)*

*Change the carpet tiles now in the contract at the Lister's Office and the Break Alcove to the same tile used in the restrooms, which is: Mohawk Resilient Flooring, "AD007-T014, Thai Mountain". Change carpet at Police Entrance to the specified walk off matt carpet tiles.*

*August 12: Patrick is confirming area of Break Alcove with supplier as it should be the same for carpet removed from contract and vinyl tile added into contract for this area. Change Order #2 will be approved at the next job meeting which will be August 26.*

13.6 Patrick will get a sample of the proposed maple cabinet doors.

15.1 Tim suggested that the I.T. installer also include a public WIFI system in the building so visitors can access the web during meetings to obtain agendas and other information. Phil and Larry will discuss this with the Selectboard.

15.3 Jay will submit proposed interior colors to the Selectboard. They or Rose will review with staff as appropriate and have answers at the next job meeting. Agreed scheme is to have "SW 6126 Navajo White" color dominate with two accent colors where indicated on the interior color plan: "SW 6117 Smokey Topaz" and "SW 2826 Colonial Revival Green". Sheen on Sheetrock walls will be "eggshell". Interior doors (except vault), door casings, window casings, and counter trim will be semi-gloss white to match factory white finish on window sash. Exterior doors and exterior door transoms to be "SW 2839 Roycroft Copper Red". Interior side of exterior doors and both sides of interior vestibule doors will be white.

*August 12: Larry and Phil confirmed that colors were approved at yesterday's Selectboard meeting, and includes the color change Listers requested in their room.*

#### **NEW BUSINESS:**

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.

16.3 Larry said he very much likes the two siding colors and texture choice. Treatment of upper part of shingle area will be as Patrick suggested using individual shingles across the top to cover the gaps between shingles so the texture pattern will be consistent top to bottom on the shingle area.

16.4 Patrick gave Jay a paper copy of the Door Shop Drawing submittal for his review.

16.5 Patrick asked if they could hold cellulose insulation away from eave ventilation area with netting instead of a 2x12 board indicated on the drawings. This is okay with not change in cost.

**NEXT JOB-SITE MEETING: 10:30 AM, August 26, 2015** (two weeks since Jay and Patrick will both be on vacation next week)