



POSTED 8-28-23 at 11:00AM

RICHMOND BUILDING COMMITTEE

Town Hall
1529 State Road

• Tuesday September 5, 2023 • 6:00 PM

AGENDA

1. Approve minutes of August 1, 2023
2. Construction Update by OPM
3. Review budget
4. Review and approve submitted invoices
 - a. No 15 \$297,905.82
5. Review Change Orders
 - a. CO No 7 for approval \$21,832
 - i. Pipe bollards for Transformer - \$6846
 - ii. Installation of projector screen - \$3,582
 - iii. Roofing improvements (gutters and snow guards) - \$11,405
6. Review current status/schedule
 - a. Proposed close out and move schedule
7. Status reports as needed

- a. Landscaping
 - i. Wetland planting
 - ii. Trees
 - iii. Benches
 - b. A/V
 - i. Schedule and plans
 - c. Moving plans?
 - i. Moving company selection, cost, dates
 - d. Furniture
 - i. Lobby
 - ii. Community room
 - e. Solar
 - f. Stage curtain
 - g. Other
8. Celebration plans
- a. Walk through Sept 24, 25, 26?
 - b. Plaque
 - c. Ribbon cutting?
9. Review any remaining items needed by move in?
10. Review communications : Richmond Record
11. Topics not reasonably anticipated 48 hours in advance of the meeting
12. Adjourn