



Richmond Phase 2 Building Committee

Tuesday, June 14, 2022 6:00 pm (on Zoom)

Attendees: Pat Callahan, Kathryn Wilson, Nate Steele, Dick Stover, Mark Gross, Stephanie Beling, Peter Cohen, Gloria Morse, Roger Manzolini, Melissa Roller, Kristin Smith, Bob Gnadiak (missing: Chris May)

Guests: Dan Pallotta (P3), Curtis Edgin, Katherine Keenum, Neal Pilson, Claudia Ryan, Mike DelVecchio (P3)

Approval of minutes from May 12, 2022 meeting – Approved

Review of contract and permits: permit schedule is all up to date. Peter helped to get the Board of Health permit signoff. Contract with GC has been signed and work has begun!

Schedule (Dan Pallotta P3 reports):

- General Contractor got “notice to proceed” and they gave us a “payment and performance bond” and have their insurance and subcontractors all lined up.
- Mobilization has started with drop-off of trucks and equipment. A temporary fence line/silt fence has been set up and a driveway curb cut in place.
- We have an “initial statement of values” certificate.
- Methods and means are solely up to the GC – we can’t tell them how to proceed with building issues.
- Dan is working on Builder’s Risk Insurance because we can probably get it cheaper than the GC through a state program, but ultimately, it is the responsibility of the GC.
- Dan and the GC have held their first meeting by Zoom.
- All materials will have to be approved by Curtis. Any substitutions (ex for supply chain issues where substitution might need to be made for timing) will have to be approved by Curtis.
- Dan estimates that approximately 60 changes will be made as the building progresses. All requests for change will be discussed and recommended by this committee, Curtis, and approved by the Selectboard.
- This committee will meet on the first Tuesday of each month so that invoices can be reviewed and approved.

Communications:

- Mike DelVecchio (P3) will be the on-site monitor for the project.
- Committee member should NOT have discussions directly with the GC but should instead go through Dan, Mike, or Curtis.
- P3 will do a newsletter about every 3 weeks. It will include a drone shot. The newsletter will go out to residents electronically and will include a safety notice about “no trespassing” at site. Committee members and other members of the public should NOT trespass on the building site.
- Dan Weston, RCS principal, will take regularly-timed photos for a “time sequence” photo montage.
- Safety fencing and signage will be installed by the GC.

Invoice payments:

- All invoices will be approved by the committee and then selectboard for payments in the 1st week of each month.
- Any changes will need to be approved by the owner, designer and contractor. Dan anticipates that there will be some cost increases and some credits.
- Phase 2 committee meetings will be the 1st Tuesday of each month for all approvals.

Borrowing update:

- Bob Gniadek reports on bonds/borrowing update. Town officials will take bond offers after July 4th. Money will “change hands” by August 2nd. We will take out 30-year bonds unless we think that interest rates will go down in the next few years so that we should take shorter term bonds now and reborrow then.
- The state of MA might have a buying system discount that we can use to save money, but the GC will have to pursue that.

Groundbreaking:

- We will have a Groundbreaking ceremony/photo on Tuesday July 12 at 6:00 pm. Public will be invited to attend. NO refreshments will be served.

Next meetings: Tuesday, July 5, 2022 at 6:00 pm on Zoom (1st Tuesday of each month at 6:00 pm)

Meeting adjourned at 6:45 pm