



Richmond Building Committee

Tuesday, April 4, 2023 at 6:00 pm (via Zoom)

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

Guests: Rudi Hall (CBA), Dan Pallotta (P3), Neal Pilson, Katherine Keenum, Angela Garrity, Claudia Ryan, Rebecca Ducharme (P3)

Approval of March 7 minutes: **APPROVED** by roll call vote.

Construction Update by OPM:

- We are still waiting for the generator order to be placed. The GC doesn't want to be responsible for possible delay by the generator order/delivery.
- P3 has made a change of personnel – Rebecca Ducharme will now be our on-site OPM rep to relieve some tension between OPM and GC. Mike Delvecchio will still be available to consult with Rebecca on this job.

Review and approve submitted invoices:

- GC invoice for **\$368,075.33**, by roll call vote, was **APPROVED** to recommend to the Board of Selectmen that it be approved for payment.

Review change orders:

- None – change order for generator should be ready by next month's meeting

Building Inspection Fees and payments:

- Small fees for local electrical, plumbing, etc. inspectors will be paid directly by the town and should total under \$1,200. These fees will be reported to the GC for financial tracking of this project.

Status reports:

- **Generator switch:** there will probably be a 16-week lead time for a newly ordered generator, but the transfer switch for this larger generator may have a longer lead time. We will be looking into a "work-around" if the lead time is too great.
- **AV/Security** – we are making progress with this order but are waiting for revised proposals. We don't need the "fancy" system that they originally proposed.
- **Landscaping effort:** we have 4 bids for design. The lowest bid is also the most flexible. We don't have to decide until summer for the fall planting season.

Site visit:

- We will schedule a site visit for the committee to see the building and look at the landscape plans before our next committee meeting on May 2

Other:

- **Library shelving order** – when can we plan a delivery date? Dan says that 10/1 date will be a goal and that if we need to pay for storage for a little while, we will.

Next meeting: May 2, 2023 – Pat will try to schedule a site visit at 5:00 pm prior to the 6:00 pm meeting. The 6:00 pm meeting will be in person at the old Town Hall. GC will need to approve site visit date/time. Dan will send Pat the wording for public notice of the site visit (only for committee members, town officials, and Library Trustees).

Meeting adjourned at 7:05 pm

Minutes submitted by K. Wilson