



RICHMOND BUILDING COMMITTEE

Richmond Community Church – Lower Level

1515 State Rd, Richmond, MA

Tuesday September 13, 2022 • 6:00 PM

Attendees: Pat Callahan, Kathryn Wilson, Dick Stover, Peter Cohen, Roger Manzolini, Mark Gross, Stephanie Beling, Melissa Roller, Gloria Morse

Guests: Danielle Fillio, Dan Pallatta (P3), Rudi Hall (C&B), Marilyn Ryan (C&B), Alan Hansen, Katherine Keenum

Approve minutes of August 2, 2022 ~ **Approved**

Construction Update by OPM (Dan Pallotta):

1. Drone photos were sent out to Pat. They will be included in the next P3 newsletter to Richmond residents.
2. The complicated foundation (deep and shallow sections) is moving along well and should be finished by early Oct. They will then waterproof the foundation and backfill. The GC will strive to have the building enclosed for interior work to begin before winter weather sets in.
3. Costs: the tab so far with change order costs is just a few thousand dollars, all coming out of the \$300K contingency fund. Dan says that we are in good shape because most of the “big” costs of change orders would come before the roof is on. The smaller cost changes may come later but won’t be as great a financial cost and there should be enough from the contingency fund for those smaller changes, if needed. Pat and Dan are being careful about all cost changes, making sure that they are value added items and necessary. GC has NOT called Dan about any changes so that is a “good sign” that he has no disputes.
4. The claim for \$10K last month regarding driveway/curb cut costs was put into a claim order by the GC. But the DOT has waived the need for the disputed work to be done so it is no longer valid. The GC has chosen to keep the claim still open until the job is done and money released to him, but it is a non-issue.
5. Percent done matches the percent paid to the GC. There are two protections for this –
 - a. Only payments made are authorized and previously agreed upon by designer (C&B) and GC.
 - b. The bonding company (performance bond) assures that regardless of what could happen to the GC (bankruptcy, default on job, etc), the bonding agency is required to hire another company to complete this job. Any materials that are order and paid for are owned by us, whether they are in the GC’s warehouse or on site, – we have “title” in case of default by GC.

Review Change Order(s) –

Change order #2 (included 1R1 and 5R1) for \$8,496.00

Committee voted to **APPROVE** to recommend this change order to the Selectboard for their approval/signature. These change orders involve a needed 200 amp power connection and the relocation of a water booster pump.

Review and approve submitted invoices:

Committee voted to **APPROVE** our recommendation to the Selectboard for their approval of payment to the GC of \$498,070.70.

Review current status/schedule:

1. Review **Sign proposal** (possible) – delayed until a later meeting
2. **Plug locations** and **light fixtures** have been chosen
3. **Interior color** discussion: Marilyn presented the building materials that were chosen at a smaller subcommittee on September 8th. Committee approved the following choices:
4. **Flooring:**
 - a. Walk-off carpeting for vestibules
 - b. Carpet in town offices and in library – rectangular shaped in dark grey pattern
 - c. Wood plank- look LVT (20 mil thick Luxury Vinyl Tile) will surround the Stone-look LVT as a border in the lobby and community rooms and in the kitchenette and hallway
5. **Walls:**
 - a. Bottom half of wall to be white-painted wainscot throughout
 - b. Top half of walls to be darker paint TBD (probably a neutral medium grey)
6. **Bathrooms:**
 - a. Ceramic tile floor – large grey
 - b. Wet walls – partial height (42 or 48”) to be white ceramic tile
 - c. Stall partitions: dark grey heavy plastic
 - d. Countertops – white solid surface (Corian) in matte finish
 - e. Vanity base (wall mounted) – dark
7. **Doors:** Stained wood to closely match the wood-look LVT floor tiles

Other status reports:

1. **Library Furniture**– circulation desk design to be bid on by GC (cost for circulation desk to come from Friends FFE budget), many/most old library shelving to be reused, office and storage room furniture to come from old library, budget may allow purchase of some shelving and some children’s room items
2. **Town offices furniture:** consumer counters in Tax Assessor’s office and Town Clerk’s office to be bid on by GC (cost for counters to come from FFE budget), old office furniture from town hall to be moved to new
3. **Community Room Furniture** – Council on Aging owns the round tables and red and blue padded chairs that are in the Congregational Church basement. Will there be enough room for those to be stacked and stored in the new building? New purchases may need to be delayed until other funds become available.
4. **Lobby furniture** TBD
5. **AV/Security** – Danielle is working on getting contract for this. Wiring will be in place for entry door swipe card system.
6. **Internet provider and Telephone** – Danielle is in contact with Richmond Telephone and Spectrum to see which can provide these services for the whole building
7. **Stage Curtain** – Virginia Larkin and Gloria Morse are investigating costs associated with moving and hanging the Old Town Hall Stage Curtain in the Municipal Room.
8. **Review communications** – Megan (P3) will send out another email newsletter to Richmond residents by next week, to include drone photos of the site
9. **Possible solar panels** – the new Inflation Reduction Act will have new IRS regulations (by year end) that could help municipalities like Richmond get cash credit for solar installations!

Next meetings: Tuesday, Oct 11th at 6:00 pm

Tuesday Nov 1st at 6:00 pm

10. Meeting adjourned: 7:30pm

minutes submitted by K. Wilson 9/17/22