

Town Hall Building Committee  
Town Hall Meeting Room  
April 4, 2018

Present: Joan Hughes, Colleen Morris, Richard Toole, Marilyn Miller, Walter Vail, Jim Dearing, Steve Auerbach, Karen Finley, Alice Ryan Butler.

Also present: Town Administrator Robert Whritenour, K&K Architects, John Lebica, Joe Sullivan (Daedalus), IT Director Travis Larsen, Selectman Greg Coogan.

**Meeting called to order at 9:30 a.m.**

Status report on trailer setup

Interior work remains to be done.

Contract for the trailers is due by May 15, 2018

Town Hall Departments will move sometime after May 15, 2018

No electrical work will be done until the Eversource is paid and the trailers are put together..  
Interior work will be discussed on April 25, 2018

Town Hall Shredding Day is scheduled for April 20, 2018.

April 16, 2018, Sterling Movers will review the moving process.

It is possible that Town Hall will close on a Friday and a Monday to facilitate the move of IT, phones, and staff. Details to follow.

April 5, 2018, K&K Architects will start the permitting process with Building Inspector Eladio Gore.

April 25, 2018, next regular Building Committee meeting, 9:30 a.m. Town Hall Meeting Room.

Committee Approval of Bills

Garcia, Galuska & deSousa \$835.34

***Richard Toole motioned to approve the payment of \$835.34 to Garcia, Galuska & deSousa, seconded by Walter Vail. Vote was unanimous.***

K&K Architects (audio) \$4,400.00

***Steve Auerbach motioned to approve the payment of \$4,400 to K&K Architects, seconded by Richard Toole. Vote was unanimous.***

K&K Architects \$8,360.00

***Richard Toole motioned to approve the payment of \$8,360 to K&K Architects, seconded by Walter Vail. Vote was unanimous.***

John Lolley, Engineer

\$1,042.25

***Richard Toole motioned to approve the payment of \$1,042.25 to John Lolley, Engineer, seconded by Walter Vail. Vote was unanimous.***

All of these expenses were within the budget.

Minutes March 7, 2018

***Marilyn Miller motioned to accept the Minutes of April 7, 2018, seconded by Walter Vail. Vote was unanimous.***

Before moving the archives stored on the lower level, it was suggested that King Information Systems (the company that organized the archives) be contacted for their input on how it best be done.

Adjourn

***Walter Vail motioned to adjourn at 10:31 a.m., seconded by Richard Toole. Vote was unanimous.***

Respectfully submitted,

Approved 5/2/18

Alice Ryan Butler  
Clerk