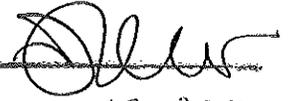


Huntington Town Hall Committee Meeting Minutes prepared by Terry Boyle
Thursday, April 24, 2014 - Huntington Town Office, lower level

Present: Aaron Worthley, Barbara Felitti, Helen Keith, Terry Boyle

RECEIVED



DATE June 12, 2014

Main Discussion Items

Draft Minutes of March 24th were approved.

VCDP: Agreement reviewed and Barbara will attend Selectboard meeting for signature on the 28th.

VHCB: Next meeting on May 5th. Consider submitting request for funding for wiring, storm windows, insulation, roof, front door, sheetrock and boiler. Hold off on sheetrock for now.

Tom Barden plan review

Terry relayed phone call from Tom on night of 23 April

- Probono service from Blueprints Etc. is possible. They handle addenda as well as prints and offer a plan room. Aaron to call.
- If deadline is extended or any communication to one bidder, it needs to go to all
- Any general contractor is required to walk the site with the owner's representative. We discussed 2 defined times.
- On bid form, make sure substitutions can be considered.
- Clarify scope on septic if included.
- AIA contract or at least include all 17 conditions.
- Recommend fixed lump sum.
- Section 5, evaluation criteria needs to be clear.
- There may be a funder's limit on the % deviation if we choose the next lower bidder.
- Keep the bid form simple-24 hour maximum to submit vendor references
- Electronic copies only- no faxes.
- Public opening? Answer – No, this is not an RFB.
- Timing is important, out now or in the fall or winter but not in busy summer.
- His only cost opinion was that the front entrance would be tight.
- Apology, he was too busy to give us more time until June.

Final review of bid documents will be at Town offices on Thursday, May 1st. Barbara to send final contract for review prior to meeting.

VT Arts Council: Mariah should give contact a heads-up that project may be delayed for completion by Sept 2014.

Septic: Mariah or Aaron get specs for electrical scope to go in bid package.

Fire Marshall: Terry will contact Dick to follow up with local assistant FM.

Structural Reviews: Ceiling structure. Eliot and Aaron to coordinate opening for Katie's inspection. Slab at lift to be exposed by Terry for Katie's inspection and letter of opinion as to use or removal. Arrange one trip for both inspections, if possible. But the priority is the slab inspection for the bid.

Water Supply: Terry checked with Yogi. Yogi said we only needed to open the valve in the crawl space.

Planning programs and Policies. Mariah, Linda and Helen to meet.