

The meeting was called to order by Cordes at 9:02 am in the basement of the Fremont Town Hall.

Present were:

- Selectmen Neal Janvrin, Roger Barham and Gene Cordes
- Allan Villeneuve of Pidel Corporation
- Denis Cloutier of Construction Services of New Hampshire
- Mark Minasalli of KTM Properties
- Rick Pinder, Fremont resident and volunteer project manager

The sole agenda item for the meeting was to meet with contractors that are interested in submitting a proposal for the completion of the basement renovation work.

A copy of the floor plans and project description was provided to each of the three contractors that were in attendance.

In the meeting room, the Selectmen provided an overview of the project history, a verbal description of the remaining work and answered questions from contractors seeking clarifications. Contractors were told:

- To assume that they have a 1 hour fire rating in mechanical areas
- They may provide flooring allowances
- To assume they are framing over and covering with dry wall board all exterior brick masonry and structural columns
- To assume sound insulation is to be installed in any interior wall they frame and or drywall

A tour of the work area occurred including the FCTV room where the exterior door is to be removed and bricked in. A question was asked about where the work stops on the lower level relative to the stairway. They were told at the base of the stairs.

The group went to the first floor to view the existing doors and finish carpentry around doors and windows. A question came up regarding the Town's interest in having wainscoting on the lower level like on the first floor. They were told "no" (not at this time).

During the meeting the following questions came up in which the contractors were told they could provide optional pricing:

- Not cover the exterior brick and to clean and repoint the exposed brick
- Remove one of the brick columns in the meeting room and install a structural carrying timber (to create open meeting space)
- Renovate the stairway in the front of the Town Hall from the base of the stairs to the door entering the main floor at the Town Hall
- Provide storage pods and movers to empty the basement and relocate the two offices
- Re-place the locksets on the 1st floor and master key them
- Use drywall (plaster board) and plaster the walls instead of the use of joint compound and tape

Contractors were told that if they wished to come back and look at the work area again they could contact Rick or the Town Offices (contact information is in the package) and arrange a time for it to occur. They were also told that they could contact these same individuals with questions.

The contractors left at approximately 10:06 am. The Selectmen and Rick Pinder returned to the meeting room. At 10:07 am Janvrin made a motion to adjourn. Barham seconded the motion and it was approved 3-0.

Notes taken by Gene Cordes