

Approved 08/24/2017

August 23, 2017 Board of Selectmen Meeting Minutes

Present: Selectmen Roger Barham and Gene Cordes, Mark Minasalli of KTM, Rick Foye, Fremont Building Inspector, Rick Pinder, Volunteer Project Coordinator and Town Administrator Heidi Carlson

This was a brief basement project meeting that occurred in the basement of the Town Hall. The meeting was posted for 6:15 pm and got underway as planned.

The latest plan for the steel structural beam was reviewed. The plan / sketch was shown and the building inspector was provided a copy by Minasalli. Concrete pads (two) will be steel reinforced 3' X 4.5' X 1'. There will be two 12" beams installed side by side thereby maximizing the floor to bottom of beam clearance. There was some discussion about leaving the beam exposed so that about 1" more of clearance could be available. Barham felt strongly that the beam should be framed in and covered. Cordes agreed, so that is what Minasalli will have done. Foye had to return to his office as the meeting occurred during his office hours. The work for the concrete pad installation will begin on 8/24/17 and Minasalli expects the structural beam work to occur during the week of 8/28/17.

The floor covering plan was reviewed. In the spring the floor coverings were selected and Minasalli wanted to review it one more time to confirm selections and determine if any changes were needed. Commercial carpet tiles will be installed in the offices and related halls, meeting room and the hall in the front of the building. This was confirmed. Planned for the food pantry, hall leading to the bathroom and the bathroom is vinyl sheet linoleum. The entry is planned as vinyl plank covering. There was some discussion regarding the potential for adhesive issues on a below grade concrete surface. Minasalli will discuss this with his flooring contractor. Also discussed was the possibility of a built in floor mat at the rear entrance and the back exit door. Minasalli will look into this as well.

The change order for the brick repointing and stairway between the 1st and 2nd floor was reviewed. The interior foundation wall bricks by the back door, exposed chimney and front stairway will be cleaned and repointed. The exposed framing and old plaster in the stairwell will be covered in dry wall and painted. A new painted (color TBD) hand rail will be installed. The existing stair treads and risers will be painted (color TBD) and a painted skirt will be installed on the interior wall sides of the steps. There was some discussion about installing a floor covering over the mid-level landing. Minasalli will look into this as well. The lighting and switching will be by others (separate contract). Carlson left the meeting at about 6:40 pm.

There was some discussion about time line to finish the project. Minasalli felt that once the beam was in, the remaining work would steadily move forward with ceilings installation, finish work for electrical and emergency systems, finishing the tel / data connections, followed by the flooring installation. He did not anticipate any availability issues with his subcontractors.

The meeting ended at 6:53 pm.

Notes provided by Gene Cordes