

9 October 2014

SPECIAL MEETING MINUTES
BOATHOUSE/HAINS PARK IMPROVEMENTS COMMITTEE
7:30 p.m., MEZZANINE COFERENCE ROOM, OLD LYME TOWN HALL

PRESENT

PG	Paul Gianquinto	Co-Chairman
PF	Paul Fuchs	Co-Chairman
RR	Rob Roach	
GH	Greg Hack	
&		
NP	Nina Peck	Architect

Absent

BS	Brian Schuch	Secretary
KB	Ken Biega	
JP	John Parker	
PC	Phil Carney	
BR	Bonnie A. Reemsnyder	Ex-Officio
SS	Skip Sibley	Ex-Officio

CALL TO ORDER> PG 7:36 p.m.

#1 **ESTABLISH DATES FOR BID PROCESS**

The following dates were defined for the Advertisement:

- Advertisement Date 19 Oct
- Preliminary Drawings on Website 20 Oct
- Site Walk 25 Oct at 10:30 a.m.
- Bid Documents Available 27 Oct after 9:00 a.m.
- Bid RFI Deadline 7 Nov by 4:30 p.m.
- RFI Answers Posted to Website 10 Nov by 4:30 p.m.
- Bids Due 17 Nov by 2:00 p.m.

The following milestone dates were defined for the Instructions to Bidders:

- Anticipated Date of Award 24 Nov 14
- Demolition Start 1 Dec 14
- Boat Bays Ready for Rack Install 9 Mar 15
- 2 Boat Bays Ready for Use 20 Mar 15
- Final Completion 19 Jun 15

#2 CONSTRUCTION DOCUMENT PLAN REVIEW

The drawings were not ready for review; this was tabled.

#3 NEW BUSINESS

There was a discussion of bond requirements for the bid and the contract; the Town does not have any standard bond forms. **PG** will check for Bid Bond and Payment and Performance Bond forms.

PG will check the STEAP Grant language for signage requirements to see if it can be passed on to the Contractor.

#4 APPROVAL OF MINUTES

Tabled until next meeting.

#5 ADJOURNMENT

MOTION> PF (RR) 9:12 p.m. 4-0-0