

Note: Draft Minutes are subject to review, correction and approval by the Committee. Review and approval of Minutes generally takes place at the next regularly scheduled meeting of the Committee.

Whitcomb Hall Committee April 26, 2016 Meeting Minutes

Present: Pete Johnson, Ann Bedaw, Lee Dunham, Sharon Greatbatch, Gerry Bushire, Mike Gomarlo, guests Rick Robidoux, Mike Branley.

Meeting commenced at 3:30 p.m. at the Department of Public Works. Previous meeting minutes were accepted.

Items Discussed:

Lighting for the large downstairs room, possible thoughts are to use either, track lighting, LED lighting with tracks running across the ceiling painted to blend in with the ceiling. Mike Gomarlo described the process and suggested that the committee review these possible options on Thursday with Elm City Electric and with a design consultant.

Rick presented Elm City Electrics costs for installing lighting and 18 outlets in main room. The cost will be approximately \$5,900.00. Committee will have to review funding to see how much money remains and will need to go to the selectmen to discuss. Also, Elm City will produce another cost figure for the two front offices that the selectmen want done over for potential office space.

Also discussed was the kitchen layout and that we would be using FRP material on the kitchen wall behind the sink, cost is minimal and will serve the space well for maintaining a clean work environment. Kitchen will also have new countertops that will meet food safely prep requirements. Some of the new cabinets are in place. Plumbing and some wiring is completed in the kitchen. The hood for the range was discussed again and it was felt that we should try to lighten the hood by potentially removing the "make up air component" if that is allowed in the code manual. Sharon is going to approach Bobby Alexander about possibly helping us with the hood project.

Rick noted that work would begin on the layout for the handicap ramp, footing will be installed in next few days also it is expected that the sidewalks in the front and the rear will be put in soon as well.

It was decided that we needed to meet twice a week to keep a good handle on the work being done, committee agreed to meet this Thursday at 1:00 PM.

Mike Branley spoke briefly to the committee about establishing terms for the committee members, committee agreed to discuss at our May 3rd meeting and get back to Mike with our thoughts.

Next official meeting will be Tuesday May 3, 2016 at 3:30 pm

Meeting was adjourned at 5:00 PM