

# Capital Improvements Committee Meeting Minutes

Montague Town Hall, Upstairs Conference Room

One Avenue A, Turners Falls

5:30pm Wednesday, March 14, 2018

Attendees included Capital Improvement Committee (CIC) members Fred Bowman, Josh Lively, Bob Obear, and Steven Ellis, with Mr. Obear participating by phone. Michael Langknecht was also in attendance representing the GMRSD. Meeting called to order at 5:35 PM by Chairman Fred Bowman.

## I. Review and approval of minutes

- There were no minutes to approve.

## II. Unexpected Business

Mr. Ellis explained that Colle Building renovation project architect Chris Sawyer-Laucanno hired someone to take close ups of the building's masonry and windows using a drone. This determined that none of the windows would require replacement. This would bring the expected project cost down substantially to \$136,000. The committee discussed how this should affect our recommendation to the finance committee. It was agreed that until the work begins, you can't know what we are getting in to. Mr. Lively suggested a 10% additional contingency made sense and Mr. Bowman agreed. Mr. Obear moved to recommend \$150,000 for the purpose of renovations to the Colle Building's masonry, windows, and doorways, as well as work to improve interior storm windows. Mr. Lively seconded the motion, which passed 4-0.

## III. Review and Approval of CIC Report to the Finance Committee

Mr. Bowman commended Mr. Lively on development of the report. Looks good. Discussion of whether it should be titled FY18 or FY19, as it is a report based on deliberations in FY18 that have implications for FY19. It was decided to keep it as FY18 as that is the year's work that it is presenting. Agreed to change the narrative to reflect the \$150,000 Colle Recommendation and correct a few small typographical errors. Mr. Ellis moved to accept the report for presentation to the Finance Committee as amended. Mr. Lively seconded and the motion passed 4-0.

## IV. Unexpected Business

Mr. Bowman moves to change the recommended funding level for the COA front entry project to \$30,000, noting that the previous figure of just over \$26,000 was consider a very lean estimate. This change was recommended by DPW Superintendent Bergeron and we forgot to consider it when we originally voted the item. Mr. Obear seconds. Motion passes 4-0.

## V. Meeting adjournment

Mr. Lively moved to adjourn at 4:50 pm and Mr. Mr. Obear seconded. Motion passed 4-0.