

**Municipal Building Committee  
Long Sands Bathhouse  
Minutes for October 6, 2016**

**Present:** Michael Sullivan, Dean Lessard, Dylan Smith, Jim Bartlett, Stu Dawson, Jim Smith, Brenda Knapp, Nan Graves, Ben Walters, one citizen

**Absent:** Joseph Lipton, Heidi Hayes, Steve Bradstreet, Erin O'Dea

The Committee meeting minutes from September 29, 2016 were accepted.

Nan will track invoices for the project going forward. Mike will work with Nan to be sure that she has all of the invoices.

Tuesday, October 11, 2016 is the date for the pre-bid meeting. The meeting will be held at the DPW. Steve will record all questions and answers. There will be a presentation, questions and answer period and then a site visit. Mike will not be at this meeting.

A copy of the newspaper ad for the bids will be included with the invoices.

Mike does not have a hard copy of the bathhouse drawings yet. Drawings can be purchased from Steve's office for \$100.00.

Dean will have moved the road before the building begins. The contractor is then responsible for directing traffic during construction of the bathhouse.

The project specs that were provide to Mike today do not cover the Letter of Credit or bond. This can be added later as an addendum.

The drawings that were approved by the Planning Board may need to have a field change. The specs need to match the drawings.

The bid sheet should contain an itemized list of building materials.

The posted PDF is not the correct version of the drawing. It will need to be changed.

Is there a procedure for the Committee to make recommendations?

Dean reported that the drainage project is complete. Any additional road work and the sidewalks surrounding the bathhouse should be included in the specs. The Master Plan will need to specify where the money comes from for roadwork.

The DOT will need additional details in order to approve the road realignment.

The DEP permit is in process.

The bid opening is tentatively scheduled for October 19, 2016 at Town Hall. Consultant review is recommended as well as reference checks.

The Committee needs to revise the member list. Members need to be in attendance at meetings for voting purposes. Anyone who wishes to resign should do so in writing.

Next meeting is scheduled for Thursday, October 13<sup>th</sup> at 5:00pm at the York Library.