

**Meeting of Building Committee
Rutland Town Select Board
Thursday, June 23 @ 10AM
Town Hall, Center Rutland**

Present: Select Board members Joe Denardo and Mary Ashcroft, Steve Hall of Smalley Corporation and Joe Zingale, Town Administrator.

1. Renovation work at Town Hall: The committee reviewed the final items remaining to be completed on the renovation project:

a) Mirrors in men's and women's restrooms must be lowered, but when they are they will be too short for persons standing at sink. We can't reuse the old mirrors as they are too short. Steve Hall will do up a proposal to install two new mirrors of the proper size and height. This appears to be the town's expense.

b) Toilet paper dispenser in men's room has been relocated and the time replaced, but Steve disputes whether the one in the women's room needs to be relocated. Steve will provide the spec sheet from the architect as to distance specified between the TP dispenser and the toilet. There is disagreement between the architect and the contractor as to how to measure this distance.

c) The motion detectors in Joe's office and the hallway continue to come on at the slightest vibration—possibly from passing trains—and stay on for longer periods until turned off manually. Steve will get the electrician in to check the motion detectors. We may need to replace these.

d) In Joe's office, the outlet near the copier needs to be secured—the plate is on but a loose wire sticks out from it, probably for phone or internet. Smalley has done its part in installing—the rest is for the phone/internet provider.

e) In men's room the thermostat need to be installed, but this is to be done by McGee, not Smalley.

The committee agreed that items remaining for Smalley to fix under the contract are the motion detector lights (c) and possibly the TP dispenser (b). These may be resolved by our next Board meeting. If not, the committee will recommend to the full board that we pay all but \$1,000 of the final payment. Mr. Hall agreed with this approach, including the amount of \$1,000.

2. Joe reported that Stubbins Electrical checked the electrical system in the attic and will provide info to us to make it safe and to put in detectors.

3. Joe and Joe discussed obtaining 12-24 hour battery packs for the phones to provide uninterrupted service in case of a power outage.

4. Joe D. will obtain a bill for the electrical use at building, and get ideas for a generator at Town Hall to meet emergency power needs. Joe Z will check to see if there might be some Homeland Security or other grant money available to help with the cost.

5. The Town needs to consider a power generator for the pump station at the state barracks and DMV because the RTFD relies on this system too.

6. Chief Frank Cioffi is fielding requests to use the new fire station meeting space. We need to dust off the building policy draft and review it. Perhaps small community events and public meetings would be appropriate use, but we need to remember the parking lot capacity is less than 20 vehicles.

7. Next meeting of the Building Committee will be at Cheney Hill School on Thursday, June 30th at 9AM.

Meeting was adjourned at 10:44AM.

Respectfully submitted: Mary C. Ashcroft