

Town Hall Annex Pre Bid Walk Through Meeting May 14. 2018

Jon McKeon opened the meeting at 9:00 a.m. He introduced Norman VanCor as a fellow Board of Selectmen member.

In attendance is Scot Tacy of ARC Mechanical, Trevor MacLachlan of DA Brothers and Mike Momaney of Wesfield Construction.

McKeon provided a brief description of the work below:

Brief description of the work:

- Provide a proposal based in the RFP
- Demolish the existing buildings, using caution to the existing Town Hall.
- Construct a new building based on the RFP and subsequent discussions with the Board of Selectmen.

Constraints:

- Limited lay down area- perceived areas are the north area where parking is for Library is now used, fence will need to be installed, the other area is the south east corner.
- There is a cemetery to the east side that must be left as is, wall reestablish if needed to move.
- Library's main entrance and parking lot must be left open throughout the project.
- A schedule of town hall use will need to be worked out with the successful bidder.

McKeon provided guidance in the following to the lead up to the proposal submission.

- McKeon will answer all the questions he can today that are asked. If he cannot, he will send out, via email, the answer to all.
- If you have questions after today, please email them to his email address at Selectman-A@nhchesterfield.com.
- He will answer all questions emailed up to 3 days (June 3, 2018) before the proposal is due. I will send the questions and answers out to all of you who have provided an email address today.

Questions from Attendees

- Question- Does the building have a leach field. Answer - No. There is an existing holding tank that is in service now. There is little property that is part of the Town Hall and will not be able to support a full leach field system. The thought is that due to this, the state has wavers for the use of a holding tanks system, monitored, to be used in cases where the land cannot support a full conventional system.
- Question- What is the proposed start date of the project? Answer is that it is in the RFP and will be discussed along the way once a contractor is chosen.
- Question- Is there a crawl space under the existing Town Hall building. Answer - Yes. There is a link to an energy survey that is attached to the RFP. This provides some pictures of the underside of the Town Hall building.
- Is there a required distance away from the cemetery needed. Answer is yes and this can be obtained. Once demo is done, stone wall will need to be reestablished.

McKeon moved to adjourn, VanCor seconded. Vote unanimous

Adjournment at 10:10 a.m.

Respectfully,

Jon McKeon, Chairman

Date