

Town of Lebanon
Town Center Parking Lot Building Committee

Minutes
Special Meeting
Monday, March 22, 2010, at 2:00 p.m.
Town Hall, Upper Meeting Room

Present: Lynn Russo, Chairman, Bev Duntz, Joyce Okonuk, Art Wallace, Alicia Wayland

Absent: Linda Desmarais, David Fields

Also present: Peter Maiorana, Anchor Engineering; Steven Coit, Coit Excavating, Inc.; Tom Conley, Public Works Foreman; Dave Nichols, Nichols & Son Electric, LLC; Peter Huckins, Community Consulting

1.0 Chairman Russo called the meeting to order at 2:05 p.m.

2.0 Mrs. Okonuk signed the contract for the Town Center Parking Lot Project on behalf of the Town of Lebanon and Mr. Coit signed on behalf of Coit Excavating, Inc.

3.0 Mr. Maiorana discussed electrical requirements, including a recommendation from the lighting consultant that lamp fixtures be increased from three to four to provide additional lighting for the walkway from the parking lot to the Community Center. Mr. Coit said that his firm will purchase the lighting fixtures and Mr. Nichols will be his subcontractor for electrical work. Anchor Engineering will provide Mr. Huckins with copies of the three lowest bids and bid bonds to ensure that all required paperwork is submitted to DECD. All construction invoices from Coit Excavating Inc. will be handled by Mr. Huckins for payment from the STEAP fund. Engineering invoices will continue to be paid from the donated funds in the committee's fund. Anchor Engineering will do the construction stakeout. After a discussion on supplying the geogrid, it was agreed to have the contractor supply this, rather than the town purchasing it independently. Mrs. Wayland moved, Mr. Wallace seconded, to schedule a special meeting on March 29, 2010 at 2:00 p.m. in Town Hall to discuss and act on change orders. Vote: aye, unanimous.

4.0 All parties agreed to a start date. Anchor Engineering will issue the Order to Proceed for March 29, 2010.

5.0 Mr. Wallace moved, Mrs. Duntz seconded, to adjourn. Vote: aye, unanimous. Meeting adjourned at 3:15 p.m.

Alicia Wayland, Secretary