

**Town of Moretown
Office of the SELECT BOARD**

Draft – Unapproved minutes of the 8/3/16 Selectboard special meeting held at the new town office, for the purpose of going over the punch list items.

Present were: Tom Martin, John Hoogenboom, Rae Washburn, Michelle Beard, Bill Gallup from Maclay Architects, Henry Erickson from Erickson Consulting, and Cheryl Brown as assistant to the board.

The building is nice and bright and looks really wonderful.

A three page punch list was forwarded to the board by Maclay Architects prior to tonight's meeting. The majority of the items on the punch list are detail work. The board reviewed the items on the punch list and added a few more:

- Cover on the floor in the meeting room.
- Window handle broken in the meeting room.
- There is a sizable gap between the floor and the trim in the meeting room.
- Trim scratched in the rest room.
- Check the cement sidewalk in the main entrance pitch degree %.
- Carpet needed in the storage room.
- Take out a post on the RH side of the fence where the opening was made by RUGGCO for a staging area, and cap the LH side. No need to put the fencing back up.
- Drainage as is was a problem for the board. Stone and filter paper needs to be installed to handle stormwater runoff from the roof and tie into existing culvert.
- Additional granite or wood trim needs to be put in around the front garden/porch area.
- Something needs to be done with the visible cement on the bottom of the building to smooth it up.

Adjourn at 7:15 pm.