

**SPECIAL MEETING OF THE
ORWELL SELECT BOARD**

**June 25, 2026
Town Office**

NOT APPROVED

**Select Board: Andrea Treadway, Chair
Les Wood, Vice Chair
Mike Christian**

**Andre Greb, All Points Construction
Jason McNolty, All Points Construction
Shelly Pottorf, architend**

Anna Golann, Clerk

The Special Select Board Meeting was called to order at 10:04 A.M., by Andrea Treadway, Select Board Chair.

1. Construction Schedule

- a. At the Firehouse, the following work is still to be completed: (Andre to send official written schedule by tomorrow, 6/26/2026 for the Firehouse.)
 - i. heat pump exterior roof structure and drain
 - ii. Foaming metal beams in conference area
 - iii. Commissioning heat pump
 - iv. Installing appliances, all items are in stock - pending delivery and install by Chris with Fire Protection Technologies. Waiting to hear from Dundon's on dishwasher hookup and attachment of heat pump drain.
 - v. New kitchen lights and heat pump wire completed, patch and painting yet to be completed.
 - vi. Rescue Bay ERV- All Points will be prioritizing this!
 - vii. HRV in Fire Bay
 - viii. Jason to call Ski Door to get more gaskets for the Fire station doors.
 - ix. Outdoor unit with roof - will be prebuilt and needs roofing panel color to match
- b. At the Town office, the ADA handrail has been completed, the ADA metal rail is ready for install
- c. Sewer plant is pending and will be completed after Firehouse
- d. Change orders -
 - i. New roof system stand alone cover for heat pump
 - ii. Added duct supply to offices
 - iii. All change orders are reviewed between GC and architect

2. All Points Construction to take away hood and dishwasher
3. Ice machine being held off on at this time for budget reasons

Further detail provided in All Points Construction Meeting Report.

All Points can give a total amount of what we've changed and the total difference. This is complete and can be sent. Jason stated that he doesn't have the individual cost breakdowns. Andrea detailed that the check cleared the bank on 6/5/2026 so this should not have prevented work being done.

Tracking moving forward - Andrea stated that our biggest reason for needing the breakdown is if the state gets audited, then the town will be audited. The Town is requesting an invoice for any purchases so that we can prove a purchase was made. Material invoices will be shared moving forward. Jason stated that his sister completes the books, so this will be a good task for her. Change orders will also be shared, as they are required from the State. Andrea stated that she will take a look at the Dundon's bill to ensure all of the work was within the scope of the project. The Town will write a separate check for \$1160.55 for the first change order, as this should not be reflected in the scope of MERP work. Andrea also made sure that the change order is a wash between the back door at the Town Office and the removal of the dehumidifier. Jason stated that these items were changed as TBTs, so there was a miscommunication in receiving the change orders. Jason also clarified that with the Dundon's work being paid directly, this would be shown as a change order with a credit so that it is documented correctly. The only thing that was not covered by MERP was the electrical work completed coming into the Town Office.

Mike asked that we postpone the meeting for the first week in July so that the work can be completed. Andrea stated that we would prefer a schedule for the month of July and that we just want to see the work completed and ensure that the Firehouse is completed, the Town Office is buttoned up, and then we can move on to the Sewer Plant. Andre is going to create the schedule and Jason will make sure that all of the materials are ordered, including the HRV for the Town Garage. Andrea stated that communication is key and Jason is requesting to be copied on Andre's emails moving forward.

The meeting on July 9th has been cancelled and we'll reschedule for July 23rd. Jason stated that he'd like work to be complete on the Firehouse by this meeting.

The meeting was concluded at 10:31 AM.

Respectfully submitted,
Anna Golann,
Clerk of the Board