

Whipple Hall A-V and Wall Covering Project  
Minutes of 10-13-21 meeting  
On-site, 1:00 p.m.

Present:

Kim Hallquist, Town Administrator  
Bob Harrington, Public Works Director  
Matt Grimes, Public Works  
Adam Ricker, Planning and Zoning Administrator  
Phil Sherman, Building and Facilities Committee  
Ed Byrnes, StarSound Music, Inc.  
Don \_\_\_\_\_, StarSound Music, Inc.  
Skip Jenna, Irish Electric

1. *Wire runs:*

- a. Speakers at either side of the balcony will be supplied from the stage control, to the attic, dropping concealed in the exterior wall cavities.
- b. Video and camera on the front of the balcony will be supplied from the stage to above the basement ceiling, upward exposed in the first floor southeast storage room, exposed on the east balcony wall below the elevation of the guard at the front of the balcony, and across the guard just under the upper molding. Wiring will involve two raceways, one for 110v and the other for low voltage.
- c. Speakers at the front of the room will be supplied by wiring exposed on the stage and hallways to the rear of the speakers.
- d. Ceiling mounted projector will be supplied from the attic.

2. Control equipment location

- a. Equipment will be located in the closet at the east side of the stage, but rather than being located below the switches, will be located near the center of the closet.

- b. Public works will rework the doors to the closet to provide access and electrical code clearances to the existing electrical panel, the new equipment, and the existing switches.
  - c. Electrical supply to the new equipment is to be coordinated with the revised location.
  
- 3. Video monitors
  - a. Concerns were raised with regard to the size of the two 55” video monitors to be provided at the face of the balcony, and whether they were of sufficient size for board members to see drawings and the like. A total vertical dimension of 53” is available from the top of the columns to the top of the balcony guard, if the monitors stand off of the face enough to clear the coping. StarSound will review, and Phil Sherman will review this with Dennis Mires.
  - b. Existing banners at either side of the stage will need to be removed, as the video monitors will be mounted in these locations.
  
- 4. Speaker locations
  - a. Speakers will be mounted to the north wall, at the corners.
  - b. New London Fire Department will review removing the existing pull station and replacing the existing exit sign at the northwest door. (approved by Chief Lyon 11/17/21). DPW will have fire alarm vendor complete the pull station work and will install blank plate on existing exit sign. Irish Electric will deactivate exiting exit sign and install new sign. If town decides to wrap emergency lighting into the new exit sign, Irish will provide and deactivate existing lighting, DPW will remove and patch.
  
- 5. Other
  - a. Kim Hallquist will ask Chief Cobb what steps must be taken by contractors to allow them to have access to basement of the PD to install wiring. Once requirements are known, information will be

given to contractors who will be responsible to take the steps needed.

- b. StarSound expects equipment delivery in January.
- c. Once video size is finalized, Kim Hallquist will work with StarSound to finalize their contract.
- d. Subsequent to the main meeting, Kim Hallquist and Bob Harrington agreed that the Whipple Hall Subcommittee, along with Dennis Mires who has been retained for contract observation services, would provide project oversight, with Phil Sherman as the primary contact.

6. Next meeting

- a. To be determined

Respectfully submitted,

Philip Sherman, Chair, BFC Whipple Hall Subcommittee

Cc: Attendees  
Whipple Hall Subcommittee  
Architect Dennis Mires  
Town administrative assistant