

Meeting Minutes

Barkhamsted Highway Garage
Construction Meeting November 8, 2011

NAME	COMPANY	PRESENT
David Nelson	Borghesi Building & Eng.	X
Don Stein	Building Committee Member	X
Rich Novak	Building Committee Member	X
Peter Bakker	Building Committee Member	X
Paul Duran	Building Committee Member	X

Agenda: Review site conditions, misc. change orders, project schedule and milestone dates.

DATE	ITEM	ACTION
11/8/11-	1.) The sub committee will review requirements for telephones, emergency radios and antenna placement / wiring.	ON-GOING
11/8/11-	2.) The sub committee will meet on Thursday 11/10/11 at 9am on site to review the electrical and telephone/data outlet location in the office and mechanic's areas.	ON-GOING
10/18/11-	1.) Borghesi will request additional information regarding the accordion door option for the closet in the meeting room. This information will be forwarded to the committee members for further review prior to the next construction meeting. <ul style="list-style-type: none"> • 11/8/11- The committee has decided to accept an accordion door in place of the 6068 double door (door #7). Options for this item will be reviewed at the next full building committee meeting. 	ON-GOING
10/18/11-	2.) Borghesi will review floor hardener and finish options for the garage area floor and make recommendations. The office slab will have a steel trowel finish and an example of a mag trowel finish will be done in the boiler room. <ul style="list-style-type: none"> • 10/25/11- The committee agrees to accept the Surfex hardener portion of the change order and will review the Euco Diamond Hard sealer specifications prior to the application. 	

DATE	ITEM	ACTION
	<ul style="list-style-type: none"> ○ 11/8/11- Euclid Chemical is reviewing the effects from the salt additive “Ice-B-Gone” to determine if the Euco Diamond Hard Sealer is the correct product for the Garage floor. ○ 11/8/11- Borghesi will provide an estimate for caulking the garage floor sawcuts. 	<p>ON-GOING</p> <p>ON-GOING</p>
10/11/11-	<p>1.) Borghesi has proposed closing the distance between opposing curbs at the chain link sliding gates to keep the fencing out of the driveways. This will be reviewed for zoning compliance as well as an option for larger gates with no curbing adjustments.</p> <ul style="list-style-type: none"> • 11/8/11- Borghesi will provide additional pricing information and options for the southeast gate to be reviewed at the next full building committee meeting. • 11/8/11- Borghesi will review adjusting the size of the island where the slide gate access pedestal will be located. The town is anticipating the length of the plow truck from front of plow to drivers door approx. 13’ will be needed for the drivers to access the gate from the truck. 	<p>ON-GOING</p> <p>ON-GOING</p>
9/20/11-	<p>1.) Borghesi submitted the room finish list and samples for all rooms (paint, ceiling tiles and grid, hardware, wood doors, lav partitions).</p> <ul style="list-style-type: none"> • 10/4/11- Room finish list should be completed by the 2nd week of November. <ul style="list-style-type: none"> ○ 11/8/11- finish selections will be reviewed at the next full building committee meeting. 	<p>ON-GOING</p>
7/12/11-	<p>3.) Borghesi Bldg. & Engr. submitted exterior siding and asphalt shingle samples.</p> <ul style="list-style-type: none"> • Asphalt shingles will be reviewed for color <ul style="list-style-type: none"> ○ 11/8/11- Borghesi will provide additional pricing information for the copper roof change order to be reviewed at the next full building committee meeting 	<p>ON-GOING</p>

Misc. topics for further discussion:

- Site drainage at the rear of the site (surface water or ground water) currently under review by Allen Walker of Arcadis

* This and future meetings will be held at the town hall* The next weekly meeting is scheduled for November 22nd at 3:00pm. The monthly full building committee meeting on 11/15/11 at 7:00pm will be held in place of the 3pm weekly meeting.

Note: These minutes were prepared by Borghesi Building and Engineering Company, Inc. for the purpose of recording information discussed at this meeting. Should anyone wish to correct any statement contained herein, please provide amendments for discussion at the next scheduled meeting.

Respectfully submitted,

BORGHESI BUILDING & ENGINEERING COMPANY, INC.

David Nelson

Project Manager