

Meeting Minutes

Barkhamsted Highway Garage
Construction Meeting September 13, 2011

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

Agenda: Review IMTL reports, Generator location, diesel tank pad layout project schedule and milestone dates.

DATE	ITEM	ACTION
9/13/11-	1.) Review of the IMTL inspection and testing reports: <ul style="list-style-type: none"> • Borghesi will request additional testing of the foundation concrete based on the low 28 day break test results received from IMTL. 	ON-GOING
9/13/11-	2.) Borghesi will provide a quote for remote operators on all overhead doors (2) per door. <ul style="list-style-type: none"> • The building committee will submit a request for state modification to omit the remote eye sensors from the base of the overhead doors. 	ON-GOING
9/13/11-	3.) Plumbing Submittals have been approved.	RECORD
9/13/11-	4.) HVAC submittals have been approved.	RECORD
9/13/11-	5.) Electrical submittals have been approved.	RECORD
9/13/11-	6.) Borghesi will provide additional breakdown of the paving quote regarding asphalt cost escalation. The building committee will consider installing a 2 1/2" binder only and finish course and curbing at a later date.	ON-GOING
9/13/11-	7.) Borghesi will review the cost to install 5/8" thick exterior dense glass in lieu of 5/8" thick fire rated plywood as a substrate for the vinyl siding.	ON-GOING
9/13/11-	8.) Fuel pad layout has been approved.	RECORD

DATE	ITEM	ACTION
9/13/11-	9.) Sawcut layout for the garage slab will match the grid layout of the steel building, isolation cuts will be made near the office lavs.	RECORD
8/9/11-	2.) Review of the Salt Shed foundation and building drawings: <ul style="list-style-type: none"> • Borghesi will provide additional information regarding the base condition to be provided by Shelterlogic . <ul style="list-style-type: none"> ○ 9/1/11- No additional work will be done to the base of the fabric at this time. ○ 9/13/11- Change order for the Rubberwall foundation coating has been accepted. 	RECORD RECORD
7/26/11-	3.) D.O.T. comments regarding the parking in the state right of way are still under review <ul style="list-style-type: none"> ○ 9/14/11 Per comments received from Don Stein on 9/14/11 the parking in the state right of way has been approved. 	RECORD
7/26/11-	4.) Electrical plan review <ul style="list-style-type: none"> • Location of the existing or proposed generator needs to be reviewed prior to installation. <ul style="list-style-type: none"> ○ 9/13/11- The generator will be located as shown on current site plan. The pad size will be confirmed at our next meeting. • Additional review of the site lighting locations will be required prior to installation. <ul style="list-style-type: none"> ○ 9/13/11- Borghesi will provide a quote for the additional light pole option near the parking in the state right of way. 	ON-GOING ON-GOING
7/26/11-	5.) Plumbing, HVAC plan review <ul style="list-style-type: none"> • (2) Additional frost free hose bibs will be installed on the exterior of the office near the side door exits. Additionally a frost free hose bib should be installed in the salt shed building and at the fuel depot. <ul style="list-style-type: none"> ○ 9/13/11- Change order has been accepted and locations confirmed. 	RECORD
7/12/11-	3.) Borghesi Bldg. & Engr. submitted exterior siding and asphalt shingle samples. <ul style="list-style-type: none"> • Lap and shingle siding will be reviewed for color lap exposures, and texture for shingle siding • Asphalt shingles will be reviewed for color 	ON-GOING ON-GOING

DATE	ITEM	ACTION
6/28/11	8.) Fire alarm system will be reviewed by Ray Turri for cost savings as well as security options for a combined system. Ray will consult with Berkshire alarm for the additional system requirements <ul style="list-style-type: none"> • 9/13/11- Berkshire Alarm has provided the building committee with an updated quote for the security /fire alarm work. This contract will be handled directly by the town. 	RECORD
	Misc. topics for further discussion:	ON-GOING
	<ul style="list-style-type: none"> • Floor treatment in the garage area • Salt shed summer ventilation • Exterior building finishes • Interior building finishes 	

* This and future meetings will be held at the town hall* The next meeting is scheduled for September 20th at 3:00pm.

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