

Meeting Minutes

Barkhamsted Highway Garage
 Construction Meeting October 11, 2011

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

Agenda: Review interior finishes, misc. change orders and project schedule and milestone dates.

DATE	ITEM	ACTION
10/11/11-	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.	ON-GOING
10/11/11-	2.) Garage floor finish and hardener additives will be discussed further prior to installation. The office slab will have a steel trowel finish and an example of a mag trowel finish will be done in the boiler room.	ON-GOING
10/4/11-	1.) Borghesi will provide a change order to increase the door size in the garage separation wall from 6070 to 8080. <ul style="list-style-type: none"> • 10/11/11- Change order has been accepted. 	RECORD
9/20/11-	1.) Borghesi submitted the room finish list and samples for all rooms (paint, ceiling tiles and grid, hardware, wood doors, lav partitions). <ul style="list-style-type: none"> • 10/4/11- Room finish list should be completed by the 2nd week of November. • 10/11/11- No changes to the lav partition material will be made. 	ON-GOING RECORD
9/20/11-	2.) Borghesi will provide a quote to supply a 2"x2"x1/4" thick angle to be cast into the slab at the edge of the overhead doors. <ul style="list-style-type: none"> • 10/11/11- Change order has been accepted. 	RECORD

DATE	ITEM	ACTION
9/13/11-	1.) Review of the IMTL inspection and testing reports: <ul style="list-style-type: none"> 10/11/11- Review of the latest IMTL 56 day break reports has been discussed. Windsor probe testing performed on the foundations and interior footings has been accepted as confirmation that the concrete has met the design strength required. 10/11/11- Borghesi will issue a letter addressing the committee's concern regarding reflective (transfer) cracking from the foundation into the block walls. 	RECORD ON-GOING
7/26/11-	4.) Electrical plan review <ul style="list-style-type: none"> Additional review of the site lighting locations will be required prior to installation. <ul style="list-style-type: none"> 10/11/11- Site lighting locations have been reviewed and accepted. 10/11/11- Change order for the future power conduit has been accepted. 	RECORD 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. <ul style="list-style-type: none"> 10/11/11- Exterior siding style and colors have been confirmed at the 10/6/11 building committee meeting. Asphalt shingles will be reviewed for color <ul style="list-style-type: none"> 10/11/11- Borghesi will provide a quote to change the asphalt shingle roof to a copper roof at the front entry overhang. 	RECORD ON-GOING
	Misc. topics for further discussion: <ul style="list-style-type: none"> Additional grading or drainage in the back of the site (possible swale or structures) 	ON-GOING

* This and future meetings will be held at the town hall* The next meeting is scheduled for October 18th 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