

Meeting Minutes

Barkhamsted Highway Garage
Construction Meeting September 20, 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

Agenda: Review IMTL reports and new testing, paving scope and escalation costs, interior finishes, project schedule and milestone dates.

DATE	ITEM	ACTION
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). Selections will be reviewed at a later date. Borghesi will provide a quote for plastic laminate partitions for the men's lav and fabric accordion door for the assembly room closet.	ON-GOING
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.	ON-GOING
9/13/11-	1.) Review of the IMTL inspection and testing reports: <ul style="list-style-type: none"> • 9/20/11- Review of additional Windsor Probe testing and letters from O&G and Borghesi. Per the review additional testing is requested from an independent testing lab. 	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"> • 9/20/11- C.O. has been accepted, no safety eyes at the base of the doors will be included. 	RECORD
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. <ul style="list-style-type: none"> • 9/20/11- C.O. has been accepted. 	RECORD

DATE	ITEM	ACTION
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 ½” binder only and finish course and curbing at a later date.	RECORD
	<ul style="list-style-type: none"> • 9/20/11- The paving scope has been revised to include a 2 ½” binder course and the decision to pave the 1 ½” final course or place shimming at the basins and doorways will be assessed when the binder is placed. The escalation costs have been reviewed and accepted. 	
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"> ○ 9/20/11- Generator pad will be located as shown on the site plan and the size of the pad will be discussed with Rich Novack prior to placement. 	RECORD
	<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"> ○ 9/20/11- No additional light pole will be installed at this time, Borghesi will provide a quote to install an underground conduit to the possible future location adjacent to catch basin #5. 	ON-GOING
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 	ON-GOING
	<ul style="list-style-type: none"> • Asphalt shingles will be reviewed for color 	ON-GOING
	Misc. topics for further discussion:	ON-GOING
	<ul style="list-style-type: none"> • Floor treatment in the garage area • Salt shed summer ventilation 	

* This and future meetings will be held at the town hall* The next meeting is scheduled for September 27th 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