

Meeting Minutes

Barkhamsted Highway Garage
 Construction Meeting September 27, 2011

NAME	COMPANY	PRESENT
David Nelson	Borghesi Building & Eng.	X
Allan Borghesi	Borghesi Building & Eng.	X
Jeff Borghesi	Borghesi Building & Eng.	X
Don Stein	Building Committee Member	X
Rich Novak	Building Committee Member	X
Peter Bakker	Building Committee Member	X
Sandra Barrachina	Dept. of Labor	X

Agenda: Review requirements from Dept. of Labor, interior finishes, project schedule and milestone dates.

DATE	ITEM	ACTION
9/27/11-	1.) Representative from the Dept. of Labor discussed town and contractor responsibilities for prevailing wage projects.	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). 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

DATE	ITEM	ACTION
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"> ○ 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 • Asphalt shingles will be reviewed for color 	ON-GOING 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 October 4th 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