

# Meeting Minutes

Barkhamsted Highway Garage  
Construction Meeting July 12, 2011

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

**Agenda:** Review site conditions, exterior finish submittals, project schedule and milestone dates.

DATE	ITEM	ACTION
7/12/11-	1.) Borghesi Building & Eng. submitted Plumbing and HVAC drawings for review. <ul style="list-style-type: none"><li>• Barry Cone will be requested to attend the 7/19/11 construction meeting at 3:30 pm for questions and comments regarding the plumbing and HVAC submittals and drawings.</li></ul>	ON-GOING
7/12/11-	2.) Borghesi Building & Eng. submitted a masonry block sample. <ul style="list-style-type: none"><li>• Westbrook block SF-125 has been approved</li><li>• Standard grout will be used</li></ul>	RECORD
7/12/11-	3.) Borghesi Building & Eng. submitted exterior siding and asphalt shingle samples. <ul style="list-style-type: none"><li>• Lap and shingle siding will be reviewed for color lap exposures, and texture for shingle siding</li><li>• Asphalt shingles will be reviewed for color</li><li>• Soffit material for rakes and eaves will be solid bead board style (non-vented).</li></ul>	ON-GOING ON-GOING RECORD

DATE	ITEM	ACTION
7/12/11-	<p>4.) Discussion regarding the discovery of unacceptable soil bearing conditions during the removal of the existing foundation:</p> <ul style="list-style-type: none"> <li>• 7/1/11- Authorized by Don Stein to schedule test borings and soils Engineer as soon as possible. Scheduled for 7/5/11</li> <li>• 7/5/11- (7) test borings completed by Soils testing Inc. Herb Lobdell (soils engr.) on site to witness borings and review conditions.</li> <li>• 7/8/11- Discussed issue with building committee, Borghesi will pursue cost estimate for additional work prior to construction meeting on 7/12/11</li> <li>• 7/12/11- Estimated cost for additional work including soils investigation per the preliminary draft of Herb Lobdell's report/recommendation will be \$16,000.00 to \$20,000.00 dollars. The variable being the additional stone required below the compacted fill. John Phillips P.E. from Borghesi Building &amp; Eng. will verify if the stone on site can be used.</li> </ul>	ON-GOING
	<u>Review comments</u>	
	<ul style="list-style-type: none"> <li>• Building committee has authorized Borghesi Building. &amp; Eng. to proceed with the prescribed scope of work per Herb Lobdell's recommendations. A detailed change order will be generated as the work is completed.</li> </ul>	RECORD
7/12/11-	<p>5.) Borghesi Building &amp; Eng. has submitted a Change Order for the credit of the Special inspection allowance.</p>	ON-GOING
7/12/11-	<p>6.) Borghesi Building &amp; Eng. will forward additional information requested by IMTL</p>	RECORD

DATE	ITEM	ACTION
6/28/11-	<p>6.) Review of the electrical submittals and drawings:            Al Neumann and Rich Novak will review the electrical plan for locations of telephone/data, welding outlets, exterior GFCI outlets, block heater outlets, power requirements in the Salt Shed, salt treatment pump, jib crane, lift equipment, de-icing, power washing and fuel depot equipment and associated layout for underground conduits. This review will be discussed at our July 19<sup>th</sup> construction meeting. Ray Turri will be available for review of existing equipment with Rich Novak prior to this meeting.</p> <ul style="list-style-type: none"> <li>• 7/12/11- Ray Turri has been requested to attend the 7/19/11 construction meeting at 3:00 pm for questions and comments regarding the electrical submittals and drawings.</li> </ul>	ON-GOING
6/28/11	<p>7.) The transformer pad and the generator pad locations will be reversed on the site plans to accommodate the electrical switchgear. Sizes for the pads and conduit locations need to be confirmed.</p>	ON-GOING
6/28/11	<p>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.</p>	ON-GOING
	<p>Misc. topics for further discussion:</p> <ul style="list-style-type: none"> <li>• Floor treatment in the garage area</li> <li>• Salt shed summer ventilation</li> <li>• Fire alarm / security systems</li> <li>• Exterior building finishes</li> <li>• Waste oil furnace supplier</li> <li>• Plumbing submittals</li> <li>• Review of proposed furnace room layout</li> </ul>	ON-GOING

\* This and future meetings will be held at the Town Hall.\* The next meeting is scheduled for July 19<sup>th</sup> at 3:00 pm

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

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