

Meeting Minutes

Barkhamsted Highway Garage
Construction Meeting December 13, 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
Dave Wilson	Berkshire Alarm	X

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

DATE	ITEM	ACTION
12/13/11-	1.) Additional review of the door hardware and security system has confirmed that all door hardware will stay as previously approved. The Building Committee will discuss final security design with Berkshire Alarm.	RECORD
12/13/11-	2.) Building Committee will contact the local phone /cable companies for services.	RECORD
12/13/11-	3.) Borghesi will contact Veterans Petroleum regarding the fuel depot controller wiring requirements.	RECORD
12/6/11-	1.) Borghesi will provide a change order for the paving winterization, additional curbing and the change from the 6" bituminous curbing to Cape Cod style curbing.	ON-GOING
11/22/11-	2.) Borghesi will provide a quote to isolate the electrical circuits in the assembly room. <ul style="list-style-type: none"> • 12/13/11- (2) circuit breaker panel 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"> • 12/13/11- All colors and finishes have been confirmed. • 12/13/11- Revised Change order for the MCT has been accepted. 	RECORD

* This and future meetings will be held at the town hall* The next weekly meeting is scheduled for December 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