

Highway Building Committee Meeting Minutes

January 12, 2017. Meeting started at 7:30am.

WTPD 454 State Road WT, MA 02575

Conference Room, 2nd floor.

Meeting was called to order at 0732. Attendance: Chf. Rossi, Doug Ruskin, Richie Olsen, Joe Sullivan, John Folino.

First item is the approval of any invoices:

- Vineyard Generator \$9,891.00: Motioned, Doug Ruskin. Seconded, Richie Olsen. All in Favor.
- Vineyard Propane \$140.00 and \$257.50 (install for generator, additional line and regulator): Motioned Doug Ruskin, Seconded Richie Olsen. All in Favor.
- Goodales \$1274.00 (for septic materials): Motioned Richie Olsen. Seconded, Doug Ruskin. All in Favor.
- Cape Building Systems, Requisition #8 \$61,750.00. Motion to Approve, Doug Ruskin. Seconded, Richie Olsen. All in Favor.
- Change order from Cape Building Systems for Air lines and install. \$1504.46
- RT Olsen and Sons, Reimbursement for Septic Materials \$471.92.00. Motion to Approve, Doug Ruskin, Seconded Chf. Rossi. Richie Olsen, abstaining.

Next Item is the approval of meeting minutes for 12/15/2016 and 12/22/2016. Discussion of a few changes and edits. Richie Olsen motion to approve, Doug Ruskin Seconded as amended.

Next Item: Update from Contractor

Floor Covering is going in tomorrow, Friday the 13th. VCT tile was chosen in a color V217. Chf Rossi then inquired about sealing the floor by Foggy Bottom. As it cuts down on the wear and tear on the floor this is a very good idea, we just need to work out the timing of that process. Joe Sullivan advised that John Folino will not be done with the building by the time we need to seal the floor and suggested putting down protective covering until it can be done. Chf Rossi and Doug Ruskin also agreed that the floor should be sealed prior to the furniture and appliance install due to the damage it could possibly cause to the floor. Chf. Rossi then inquired who would own that work, either the contractor or the occupants. Joe Sullivan advised that the contractor is responsible for the final building clean and that the owner or occupants would be responsible for the sealing of the floor. So it would be up to Richie to schedule this process with Doug Fogg of Foggy Bottom. (Chf. Rossi advised that at least once a year this should be done for the general wear and tear the floor will have, and especially with the dirt, mud sand etc. that comes with the highway employee work day).

John then brought up the garage floor and the oil stains that are on it at this present time. John asked the committee, if ServPro cannot get the stains up would we be okay with paint? (Epoxy Paint) Richie Olsen advised that this is acceptable. The committee agreed. Chf Rossi then inquired about this being a change order. Joe Sullivan advised that it should not be a change order since the only reason they would be painting the floor would be due to the staining that occurred during construction. John Folino agreed, to a

point seeing as though he has not priced it out or received a quote. Since the floor had been sealed in theory we should be able to get the stains out. Chf. Rossi then advised that we should cease discussion on this point until next meeting when we have all of the information and know what the fix will be.

Joe Sullivan then brought up the need for protection around an exposed area of the radiant heat piping in the garage. As trucks and trailers are backed in and out daily those pipes and tubing need to be protected. After brief discussion all agreed to this fact and John Folino stated he would fabricate a steel box (to be secured to the foundation) to protect the area. We can then paint it yellow to make sure it is known to the workers within the building.

John Folino then advised Affidavits are all completed, but he is still waiting on signoffs for all the permitting. By next meeting they should be all done. Joe Sullivan then advised Folino that by next meeting Friday that paperwork should be compiled and ready to be turned in. Joe stated he also wants everything wrapped up by next meeting so we can get the green light saying the building is substantially completed so they can then go ahead with the punch list for completion. 10 days to then finish the punch list and we can close it out.

Next Meeting was discussed for 0730 Friday 1/20/17.

Schedule of Events was made by Folino and has been emailed by Joe Sullivan to the committee members.

New Business: The committee was presented with two quotes on the appliances and furniture and was discussed among members.

WB Mason: \$9,788.93 for Furniture (with freight and install).

Crane Appliance: \$1,628.99 for the appliances and monitors (with install).

Motion to approve, Doug Ruskin. Seconded, Richie Olsen. All in favor.

