

**The Town of Bolton
Public Building Commission
Regular Meeting Minutes
Monday
June 25, 2012
7:00 pm**

Bolton High School Media Center

Present at the meeting were Chair Scott Bosco, Vice Chair Jason Norris, and Leslie Shea.
Also in attendance were Administrative Officer Joyce Stille and Angela Cahill.

Agenda:

1. **Call to order** Mr. Bosco called the meeting to order at 7pm.
2. **Approval of minutes** Ms. Shea moved, seconded by Mr. Norris, to approve the minutes of the 12/12/11 meeting. Motion passed 3-0-0.
Ms. Shea moved, seconded by Mr. Norris, to approve the minutes of the 4/9/12 meeting. Motion passed 2-0-1 with Ms. Shea abstaining.
Mr. Norris moved, seconded by Ms. Shea, to approve the minutes of the 5/14/12 meeting. Motion passed 2-0-1 with Mr. Bosco abstaining.
3. **Public comment** Ray Boyd reported a leak with glycol by 1 heat pump, was checked into and fixed today. He also reported no condensation leaks on Friday at graduation. He did say that there have been some big leaks especially by the boys locker room- flooding in the hallway because asphalt around concrete is higher. There's also a leak by the athletic entrance and one by the music room. He noted there was some water blown in under the side cafetorium doors from the wind during the big storm. Mr. Boyd would like to request training to override the global setpoint in order to work around the school's summer schedule. He feels that the setpoint is 85 for when the school is unoccupied and both Ms. Cahill and the commission agree that this is too high.
Joe Masseli would like the gate to the kitchen on the common key- Builder's Hardware hasn't done this. Mr. Bosco will check this.
4. **High School Project**
 - a. **Update on:**
 - 1) **Construction manager** Ms. Stille noted her key isn't opening doors it needs to be opening, and that she needs a building master key. She said the field is coming along, there is still silt fence in one spot. There's no soil update as of today, she's waiting to hear back from Eagle.
 - a) Construction update 1)
 - Status of punch lists**
 - a) Site
 - b) Bldg
 - c) Roof
 - c) Gymnasium floor and equipment
 - d) HVAC issues
 - e) Project closeout

f) Propane valves for culinary

g) Domestic water back check valves

2) Architectural

a) FFE Checks went out, waiting on letters requested by this commission. Discussion that this has to be ordered by the end of the week. The commission told Ms. Cahill to order Insalco and they will look at BKM to cut the \$800. Max time for Insalco is 8 weeks. Discussion that Paxton Patterson and ABCO both owe items and are not paid- Ms. Clegg reminded both companies of this within the past 6 weeks.

b) Smart Board update

c) Common area furniture (interior and exterior)

d) LEED documentation Post occupancy commissioning report needs to be done by BOE. Ms. Cahill shared requirements and indicated that this is needed for a “high performance” building. Estimate for time is December 2012 and she thinks that Vanzelm should be able to help with this. She shared a tentative LEED closeout schedule.

5. Review and act on construction changes

6. Correspondence

7. Adjournment Ms. Shea moved, seconded by Mr. Norris, to adjourn the meeting at 8:07 pm. Motion passed 3-0-0

Respectfully Submitted,

Brett B Martin, Board Clerk

Please see minutes of subsequent meetings for any additions or corrections hereto.