

**The Town of Bolton
Public Building Commission
Regular Meeting Minutes
Monday
March 12, 2012
6:30 pm**

Bolton High School Media Center

Present at the meeting were Chair Scott Bosco, Vice Chair Jason Norris, Leslie Shea and Bob Rose. Also in attendance were Town Administrator Joyce Stille, Angela Cahill and Marcus Brennan.

Agenda:

1. **Call to order** Mr. Bosco called the meeting to order at 6:30 PM. The commission had a walk-thru from 6:30-7:15PM.
2. **Approval of minutes** Ms. Shea moved, seconded by Mr. Norris, to approve the minutes of the 2/27/12 meeting. Motion passed 4-0-0.
3. **Public comment**
4. **High School Project**
 - a. **Update on:**
 - 1) **Construction manager** Mr. Brennan said that the Board of Ed shades are due to be installed 3/13. The inspection with the Building Official and Fire Marshal is set for March 23⁰th including verification of the generator.

a) Construction update

1) Status of punch lists

a) Site Per commission members, the grass needs to be reseeded in spots. (Mr. Brennan noted that this will be addressed in the near future)

b) Bldg The BOE shades and ramp by the stage in the Cafetorium are the two remaining items on the punch list per Mr. Brennan.

Ms. Stille indicated that the ticket booth needs to be cleaned and painted, and sheetrock needs attention. There was also discussion of some rough edges on doors in culinary lab.

Ray Boyd mentioned that there is a rough spot in the boys' locker room on the floor that is quite rough and pulls at the mops so staff is unable to clean properly.

There was discussion about the art room sprinkler pipe needing paint.

Mr. Bosco asked Mr. Boyd and Joe Masseli about keys for the building- everything done by Builders Hardware to date is installed. Mr. Bosco will call Builders Hardware to request a master key for the town.

c) Roof

- c) **Gymnasium floor and equipment**
- d) **HVAC issues**
- e) **Project closeout**
 - 1) **Environmental reporting**
 - 2) **Owners Manuals and As-Builts**
 - 3) **Training**

2) **Architectural** Ms. Cahill said she needs pricing to get through the list. Ms. Stille noted the lists recently sent to her still do not include all items previously discussed.

There was a consensus to do signs to the main spaces at each entrance of the school and a vinyl sign for the common area.

- a) **FFE**
- b) **Smart Board update**
- c) **Common area furniture (interior and exterior)**
- d) **Status of commissioning reports** Mr. Boyd has the commissioning report, town does not. Ms. Cahill hasn't seen this in a while. There was discussion of a noisy pipe above the library and if this was caused by a balance issue. It was noted this occurs in the hallway by the art room.
- e) **LEED documentation** Ms. Cahill doing calculations for submittal for this.

5. **Review and act on construction changes CO 22 Finalization:** Credit of \$210674.00 . Ms. Shea moved, seconded by Mr. Norris, to approve CO 22. Motion passed 4-0-0.

CO 23 Option 2 Ms. Shea moved, seconded by Mr. Rose, to approve CO 23 option 2 for \$15646.00. Motion passed 4-0-0.

6. **Correspondence**

7. **Adjournment** Ms. Shea moved, seconded by Mr. Rose, to adjourn the meeting at 8:10 pm. Motion passed 4-0-0.

Respectfully Submitted,

Brett B Martin, Board Clerk

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