

**DOOLITTLE CAFETERIA RENOVATION SUBCOMMITTEE – Meeting Minutes**  
**Thursday, August 9, 2018 – 10:00 AM**  
**Doolittle Elementary School, 735 Cornwall Ave, Cheshire**

Members Present: Steven Durkee, Subcommittee Chair  
Phil Bowman, PBC

Additional Present: Mark Nash, PBC Chair  
George Noewatne, Director of Public Works and Engineering  
Russ Hinkley, Cheshire Public Schools  
Madeline Diker, Cheshire Public Schools  
Alfred Wilcox, Nosal Builders  
Jan Wojas, Wojas.ARCHitects  
Mike Bouton, CPS

The meeting was called to order at 10:04 AM. Roll was called and a quorum was determined to be present.

**Possible Change Orders:**

1. Outlet in storage area.
2. Metal covers over steel at overhead doors
3. Masonry infills

**Drawings:**

- Nosal is maintaining as-built drawings

**Submittals:**

- Complete

**Invoices:**

- Will be submitted by August 20<sup>th</sup>

**Schedule:**

- MEP
- Fire suppression
- Final cleaning
- Temporary Certificate of Occupancy expected Tuesday August 14, 2018
- Punch-list review August 15, 2018 at 8:00 AM
- Kitchen servery equipment estimated delivery August 23, 2018
- Building official, Fire Marshall, and Chesprocott inspections will be scheduled next week

**Change Order Approval:**

- A motion was made by Mr. Durkee to approve proposed change order #1 for \$4,804 for ceiling work. Mr. Bowman seconded the motion, and it was approved unanimously.
- A motion was made by Mr. Bowman to approve proposed change order #2 to remove the unit heater for \$750.00. It was seconded by Mr. Durkee and approved unanimously.

The meeting was adjourned at 10:40 AM

Respectfully submitted,

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George Noewatne, Director of Public Works and Engineering