



Meeting Minutes No. 004

Companies

Project:	Dodd Middle School Kitchen Renovations	Date of Meeting:	July 26, 2011
BL Project No.:	09D1393 Phase 2	Time of Meeting:	7:30 AM
Client:	Town of Cheshire Public Building Commission	Prepared By:	Denis Rioux
User:	Cheshire Public Schools	Issued:	August 5, 2011
Meeting Location:	Dodd Middle School		

This Meeting Minute Report, which has been furnished to the Client and User, sets forth an understanding of comments and decisions made during this meeting. BL Companies will rely on this report as set forth below. If there are any discrepancies or misunderstandings, the parties are directed to bring them to the attention of the preparer listed above in writing within five (5) calendar days from date of issue.

Attendees (in bold):

Name	Firm or Agency
Mark Nash	Public Building Commission (PBC)
George Noewatne	Department of Public Works (DPW)
Jeff Solan	Dodd Middle School (DMS)
Alberta Landino	Dodd Middle School (DMS)
Vincent Masciana	Cheshire Public Schools (CPS)
Madeleine Diker	Cheshire Public Schools (CPS)
Dan Li	Cheshire Public Schools (CPS)
Dan Marseglia	Cheshire Public Schools (CPS)
Frank Biancur	Cheshire Public Schools (CPS)
Victor Sandoval	Cheshire Public Schools (CPS)
Bob Valli	Cheshire Public Schools (CPS)
John Rosa	J. A. Rosa Construction, LLC (JAR)
Kevin Slade	J. A. Rosa Construction, LLC (JAR)
Alan Judelson	Modern Food Equipment (MFE)
Denis Rioux	BL Companies (BL)

There was no quorum of the PBC Subcommittee

Project Status:

Slab has been poured, overhead doors are in place, paint preparation is in progress.

Discussions:

- 4.1 The Architect will investigate the possibility of additional work items peripheral to this project (door magnetic holders, extension of dumpster pads). 6/28 update: ongoing. 7/12 update: ongoing.
- 4.2 Food Service inquired about the possibility of having a changeable menu board on the new serving stations. BL will work with MFE to check availability. 7/12 update: no infrastructure changes are required as part of this feature. Food Services is pursuing independently.

355 Research Parkway Meriden, CT 06450 Tel. (203) 630-1406 Fax (203) 630-2615 Toll Free (800) 301-3077

- 4.3 The Contractor suggested replacing the ceiling tiles rather than salvaging them and reinstalling. CPS will investigate purchasing Ceramagaurd nonperforated tiles for the Contractor to install. Grid will be repainted by CPS. 7/12 update: the PBC approved a change order for the Contractor to replace ceiling tiles (to be provided by CPS) and to paint the grid (paint by CPS, labor by JAR).
- 4.4 As part of the project, only the Servery is being painted. CPS requested a proposal to paint the kitchen and hood. 7/26 update: the Contractor was authorized to paint the kitchen, but not the hood. Invoice to go to CPS directly, not chargeable to the project.
- 4.5 CPS will look at the possibility of increasing the blower size in the hood so as to minimize drafts in the kitchen and increase output for the unit.
- 4.6 First delivery to the kitchen is scheduled for August 24. Final cleaning by CPS for the completed project will be August 22. Delivery of equipment will be scheduled through Singer. 7/26 update: equipment will be delivered on August 18.

The meeting was adjourned at 8:30 AM. The next meeting will be held at this location on **Tuesday August 9** at 7:30 AM.



Denis J. Rioux, AIA LEED AP

These Meeting Minutes are attested as being an accurate reporting of the meeting.



George Noewatne
Cheshire Department of Public Works