

Public Building Commission – Senior Center Basement Renovations Committee
December 30, 2015

MINUTES: SENIOR CENTER BASEMENT RENOVATION COMMITTEE MEETING

Members Present: Vincent Robitaille, Committee Chairman
James McKenney

Others Present: George Noewatne, Director of Public Works and Engineering
Mark Nash, PBC Chairperson
John Rosa, J. A. Rosa Construction, LLC
Brett Roberts, Salamone & Associates P.C.
Stephanie Ferrall, Coordinator of Senior Services

The meeting was called to order at 8:02 AM and it was determined that a quorum was present.

The Committee discussed the following issues:

- A construction schedule was provided with work planned from January 18 – April 4, 2016, between the hours of 7:00 AM and 3:30 PM.
- J. A. Rosa Construction will provide the following: emergency contact list, insurance certificate, and certified payroll.
- The work area will be blocked off during construction and a construction dumpster will be located near the basement door.
- The committee reiterated the need for:
 - OSHA safety regulations to be observed,
 - necessary building permits to be taken out (gratis) with the Town, and
 - advanced authorization for extra work.
- Unit price materials will have a 15% OH&P markup.

The group toured the lower level.

A project update meeting is scheduled for January 27, 8:00 AM, at the Senior Center.

The meeting was adjourned at 8:38 AM.

Submitted by

George Noewatne
Director of Public Works and Engineering