

Town of Kingston
Senior Center Building Committee
Meeting Minutes
February 4, 2011

1. The meeting was called to order at 10:50AM by Vice Chairman Jack Burrey in Room 101. Other members present were Paul Armstrong, Phil Burnham, Dave Colter, and Linda Felix, as well as Dan Pallotta and Shelley Loring.
2. Dan stated that the Fire Alarm was substantially complete. They are installing a second phone line and gas shutoff.
3. Dan also mentioned that the update on the Security Alarm was now said to be that Flight Alarm's quote is \$2,086 for a Security Alarm System. Flight will charge for visit to generate quote. A Motion was made by Phil Burnham and seconded by Jack Burrey to install a Security Alarm and it was unanimously so Voted.
4. A Motion was also made by Phil Burnham and seconded by Jack Burrey to pay Flight Alarm \$165 for the inspection and quote mentioned above and it was unanimously so Voted.
5. Dan stated that "Punch list negotiations are ongoing; items, their value and holdback amounts are being discussed.
6. Jack Burrey had questions on the status of Compliance with the Order of Conditions from the Conservation Commission . Items outstanding include a Land Agreement negotiated with the Conservation Commission.
7. Dan mentioned here that there are outstanding issues for payment to General Contractor: A) Electrical Sub Change Orders; B) Structural support for a Curtin Wall; and C) Kitchen Gas Shutoff.
8. Dan also questioned why Appliances had Manual Pilot Lights instead of Automatic Ignitors?
9. A Motion was put forth by Dave Colter and seconded by Jack Burrey to Change Orders on the following and it was unanimously so Voted:

Gas Change Order - \$1,814 and Venting Change Order - \$2,363. NOTED - Requisition #8 (\$211,537) Voted at previous meeting.

9. Shelley Loring spoke on Technology issues for the Senior Center Building. Suggested strongly that if monies are available they should be spent A.S.A.P. on needed technology items. Linda Felix has a list of things needed. John LaBrache does not want unused money to create arbitrage issues.

10. Dan asked to let him reconcile account with John and get back to our Committee.

11. Dave commented that in his opinion the extra funds should go back to the General Fund of the Town. SCBC thinks that a meeting of Town Administrator, Town Treasurer, Dan Pallotta and this Committee would be appropriate.

12. MOTIONS WERE MADE AS FOLLOWS:

To purchase and spend \$2,670 for items from WBMason- put forth by Paul A. and seconded by Dave and it was unanimously so Voted.

To purchase and spend \$1,100 for telephone equipment items- put forth by Phil and seconded by Jack and it was unanimously so Voted.

To spend \$1,842.68 on Janitorial type items- put forth by Jack and seconded by Phil and it was unanimously so Voted.

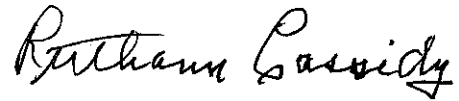
To spend \$3,432.25 for kitchen equipment- put forth by Phil and seconded by Dave and it was unanimously so Voted, and

To spend \$4995 for a Copy, Fax. Scan Machine- put forth by Phil and seconded by Dave and it was unanimously so Voted.

13. The only Minutes to be approved are the Minutes of January 31, as well as these Minutes dated February 4th.

14. There being no other business to come before the Committee, a Motion was made by Jack Burrey and seconded by Dave Colter to adjourn the meeting, it being 11:30AM, and it was unanimously so Voted..

Respectfully submitted,

A handwritten signature in cursive script that reads "Ruthann Cassidy".

Ruthann Cassidy, Secretary
