

Town of Kingston  
Senior Center Building Committee  
Meeting Minutes  
August 18, 2010

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1. The Meeting was opened by Chairman Paul Gallagher at 6:10pm in Room 101 in Town Hall. Other members present were Paul Armstrong, Phil Burnham, and Jack Burrey. Absent were Muriel Boyce and Dave Colter. Also present was Dan Pallotta of P3, the OPM .
2. Dan Pallotta, OPM, shared a display of the area at the Senior Center where it was proposed that the heated sidewalk, pointing out the present layout and footage. **(See attached display sheet for ready reference.)** Some members thought it maybe should be a little larger to accommodate the Handicap with wheel-chairs and such. Trying to get a further Design from the Contractor but do not need to contact Catlin Architecture at this time. This further Design should take about 2 – 3 weeks.
3. The Town came back with a plan from the Engineers to move one Unit for gravity flow sewerage. Talked to Town to see if we can spend the money to move this. Dan expects to have good Grinders to do the Senior Center, Animal Control, and the Highway buildings - with a fee of \$17,000 and estimates \$35,000 for all three buildings. If we should move the Unit for other connections, the fee could be \$10,000 - \$12,000.
4. Dan is looking for creative ways moving forward and asked if we could have another meeting next week and Vote on this then. The members agreed to have a meeting next Wednesday, August 25<sup>th</sup>, in Room 101, at 6:00pm and it will be posted, as well as the Agenda for the whole meeting. Dan went on to speak about the welding, the present knock – down frames, and that they are trimmed too.
5. Dan also stated that the Electric Company (NStar) will not allow us to tie into the Pole we had wanted to but the next one down would be ok. There will be an additional charge to the project's prior cost.

6. Dan and Paul were advising us of this additional cost now while also noting that the Gas Company would not be charging us anything in this same situation.

7. **See updated copies of PCO'S, SHOPS, RFI'S, ASI'S and APPROVED AND SIGNED CHANGE ORDERS attached.**

8. Dan also advised the Committee that the trusses are coming in on two loads next Monday and Tuesday. They also mentioned that they have received 25 different requests for information (RFI) from the Contractor and 33 from the Architect. Also, Dan stated that next week the Architect will have all the colors for the inside and he thinks they will all look good together.

9. A **Motion** was made by Paul to pay the people who disconnected and moved the old trailer, but not to exceed \$80, and it was **seconded** by Phil Burnham and it was **unanimously so Voted**.

10. Phil Burnham asked where the matter of hiring the Clerk of the Works stood and Paul and Dan responded that we are still working on the matter but they are concerned, like they mentioned before, that when a guy takes the job and then gets a better and longer hire on another job, they walk away and we don't want that to happen again.

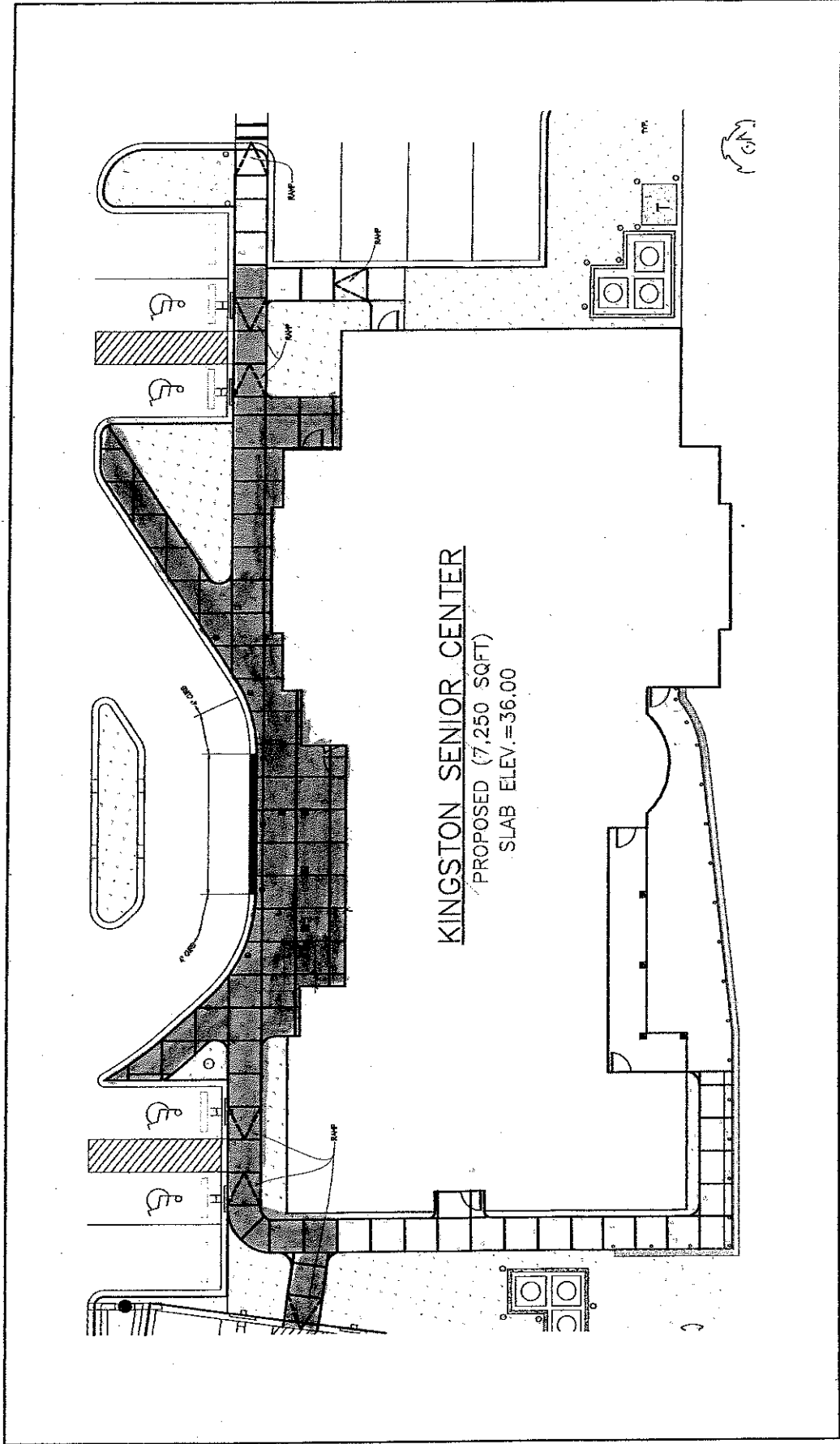
10. The Agenda for the meeting on August 25<sup>th</sup> will be:  
a. Open Forum, b. Outstanding bills, c. Outstanding Minutes (June 29<sup>th</sup>, July 13<sup>th</sup>, July 28<sup>th</sup>, and August 18<sup>th</sup>), d. Construction Update, e. Change Orders, and f. Any other New Business.

There being no other business to come before the Committee, a **Motion** was made to adjourn the meeting by Paul Gallagher and seconded by Jack Burrey, it being 6:45pm, and it was unanimously so Voted.

Respectfully submitted,



Ruthann Cassidy, Secretary



SUBJECT: KINGSTON SENIOR CENTER <b>CONTROL JOINT LAYOUT</b> John Carlin and Associates/Architects	Scale: N.T.S. Drawn By: RAC Checked By: RAC
Job No.: 28005 Date: 08/2/10 Sheet No.: SK-2	<h1 style="margin: 0;">SK-2</h1>

"POTENTIAL" HEATED SIDEWALK.

## Potential Change Orders (PCOs)

Request #	Brief Desc.	Amount	Catlin Response	P-Three Response	KSBC Approval'
PCO-1	Remove Dead Tree	679.00		Revise	Closed
PCO-1A	Revised Dead Tree Rvl.	352.00		OK-DAP	Closed
PCO-2	Remove Stumps	1,196.00		OK-DAP	Closed
PCO-3	Water Valve and Tie-in	6,430.00			REMOVED
PCO-4	Electric Tie in at E-1	1,980.00		OK-DAP	Closed
PCO-5	Sewer Tie In	1,796.00		OK-DAP	Closed
PCO-6	Door Hardware	2,801.00		NO - DAP	REMOVED
PCO-7	E-1 Move per Town	17,386.00	Waiting TC Approval		Open
PCO-8	Welded Door Frames	704.00		TO KSCBC	Open

## Submittals (Shops)

Request #	To Catlin	Description	Response	Status
Shop 1	6/14/10	Concrete Design	6/28/10	Approved as Corrected
Shop 2	6/22/10	Rebar Shops	7/7/10	App as Cor./Sub-Recd.
Shop 3	6/14/10	Catch Basins 1,2,3	6/30/10	See 3a
Shop 3a	7/8/10	Catch Basins 1,2,3	7/9/10	Approved
Shop 4	6/23/10	Grease Trap	6/30/10	Approved
Shop 5	6/23/10	Precast Wing Walls	6/30/10	Approved
Shop 6	6/30/10	ACT	7/22/10	Approved
Shop 7	6/30/10	Expansion Joint	7/7/10	Approved
Shop 8	6/30/10	Insulation Board	7/7/10	Approved
Shop 9	6/30/10	1-1/2" and 3/4" Stone	7/9/10	Approved
Shop 10	6/30/10	Precast Curbs	7/9/10	Approved
Shop 11	6/30/10	Precast Wheel Stops	7/9/10	Approved
Shop 12	6/30/10	Retaining Wall Block Units	7/9/10	Approved
Shop 13	6/30/10	Brick Pavers	7/15/10	<b>Revise and Resubmit</b>
Shop 14	6/30/10	Stormceptor frame and grate	7/9/15	Approved
Shop 15	6/30/10	HVAC units	7/15/10	Approved
Shop 16	6/30/10	Exhaust Fans	7/15/10	Approved as Corrected
Shop 17	6/30/10	Exhaust dampers	7/15/10	Approved
Shop 18	6/30/10	Diffusers	7/15/10	Approved
Shop 19	6/30/10	Duct work accessories	7/15/10	Approved
Shop 20	6/30/10	Grinder Pump system (E1)	7/9/10	Approved
Shop 21	6/30/10	Solar Tubes	7/30/10	See 21a
Shop 21a	7/30/10	Solar Tubes	7/30/10	Approved as Corrected
Shop 22	7/5/10	Windows	7/15/10	App as Cor./Sub-Recd.
Shop 23	7/5/10	Skylight	7/22/10	Approved as Corrected
Shop 24	7/5/10	Plumbing	7/15/10	Approved
Shop 25	7/5/10	Water Pipe, fittings, hyd., vlvs.	7/9/10	Approved
Shop 26	7/5/10	Marafi, ADS N-12 pipe Sched 40	7/9/10	Approved
Shop 27	6/30/10	6" SDR pipe frames and covers	7/9/10	Approved
Shop 28	7/8/10	VCT/Adhesive/Base	8/4/10	Approved as Corrected
Shop 29	7/8/10	Sheet Vinyl	8/4/10	Approved as Corrected
Shop 30	7/8/10	MCT/Adhesive and Base	8/4/10	Approved as Corrected
Shop 31	7/8/10	Cork Flooring	8/4/10	Approved as Corrected
Shop 32	7/8/10	Transition Strips		Open
Shop 33	7/8/10	Floor Prep Patch		Approved
Shop 34	7/8/10	Epoxy for Drilling bars	7/12/10	See 34a
Shop 34A	7/12/10	2 part Epoxy for Drilling bars	7/15/10	Approved
Shop 35	7/8/10	Threaded Rods for Simpson	7/12/10	App as Cor./Sub-Recd.
Shop 36	7/16/10	Fireplace		Open

# Submittals (Shops)

Request #	To Catlin	Description	Response	Status
Shop 37	7/21/10	Paint	8/4/10	Approved as Corrected
Shop 38	7/21/10	Hardie Siding	7/28/10	Approved as Corrected
Shop 39	7/21/10	PVC Trims	7/28/10	Approved
Shop 40	7/21/10	Topsoil	7/22/10	Approved
Shop 41	7/26/10	Lighting Package		Open
Shop 42	7/26/10	Fire Alaram	7/30/10	Approved
Shop 43	7/26/10	Switch Gear	7/30/10	Approved
Shop 44	7/28/10	ParaLam	7/30/10	App as Cor./Sub-Recd.
Shop 45	7/28/10	PT Lumber	7/30/10	App as Cor./Sub-Recd.
Shop 45a	8/4/10	PT Certification and Treatment		Open
Shop 46	7/30/10	LVL Shop		Open
Shop 47	7/30/10	Fire Extinguishers Signage	8/5/10	Approved
Shop 48	7/30/10	Fire Extinguishers Cabinets	8/5/10	Approved as Corrected
Shop 49	7/30/10	Fire Extinguishers	8/5/10	Approved as Corrected
Shop 50	7/30/10	Fiberglas Insulation	8/5/10	Approved as Corrected
Shop 51	7/30/10	Insulation Baffle	8/5/10	Approved
Shop 52	7/30/10	Woven Rienforcing Poly	8/5/10	Approved
Shop 53	7/30/10	Gravel under Parking Lot	8/2/10	Approved
Shop 54	7/30/10	Shear wall and wood Connection		Open
Shop 55	7/30/10	Foot Grill	8/5/10	App as Cor./Sub-Recd.
Shop 56	7/30/10	Down Spout	8/5/10	Approved as Corrected
Shop 57	7/30/10	Asphalt Shingles	8/5/10	Approved as Corrected
Shop 58	7/30/10	EDPM	8/5/10	Approved as Corrected
Shop 59	7/30/10	Roof Insulation	8/5/10	Approved as Corrected
Shop 60	7/30/10	EDPM roof accessories	8/5/10	App as Cor./Sub-Recd.
Shop 61	7/30/10	Snow Gaurds	8/5/10	Approved as Corrected
Shop 62	7/30/10	Ridge Vents	8/5/10	Approved
Shop 63	7/30/10	Roofing Nails	8/5/10	Approved
Shop 64	7/30/10	Membrane Flashing	8/5/10	Approved
Shop 65	7/30/10	Felt Underlayment	8/5/10	Approved
Shop 66	7/30/10	Gutters	8/5/10	<b>Revise and Resubmit</b>
Shop 67	7/22/10	Trusses	7/30/10	<b>Revise and Resubmit</b>
Shop 68	8/4/10	Operable Partition		Open
Shop 69	8/4/10	Patio Fence, Bollards, angles	8/5/10	App as Cor./Sub-Recd.
Shop 70	8/4/10	GWB (fire shield)	8/5/10	Approved
Shop 71	8/4/10	GWB	8/5/10	Approved
Shop 72	8/4/10	Joint Compound	8/5/10	Approved



# Submittals (Shops)

Request #	To Catlin	Description	Response	Status
Shop 73	7/30/10	Joint Tape	8/5/10	Approved
Shop 74	7/30/10	Corner Bead	8/5/10	Approved
Shop 76	8/4/10	Accoustical Sealant	8/5/10	Approved
Shop 76	8/4/10	Engineered Lumber		Open
Shop 77	7/30/10	CDX Plywood	8/5/10	<b>Revise and Resubmit</b>
Shop 78	7/30/10	Subflooring	8/5/10	<b>Revise and Resubmit</b>
Shop 79				
Shop 80	8/3/10	PVC Columns		Open
Shop 81	7/6/10	Vinyl Wall Base		Open
Shop 82	8/7/10	Sprinkler Pendent		Open
Shop 83	8/7/10	Double Check Assemb.		Open
Shop 84	8/7/10	Screw and Yoke Valves		Open
Shop 85	8/7/10	Flow Switches		Open
Shop 86	8/7/10	Sprinkler Pendants		Open
Shop 87	8/7/10	Dry Heads		Open
Shop 88	8/7/10	Wet/Dry Valve		Open
Shop 89	8/7/10	Compressor Assembly		Open
Shop 90	8/7/10	Fittings		Open
Shop 91	8/7/10	Sprinkler Narrative/Layout		Open
Shop 92	8/7/10	Flag Pole		Approved as Corrected
Shop 93	8/7/10	Louvers and Vents		Open
Shop 94	8/7/10	Door Hardware		Open
Shop 95	8/7/10	Steel Doors and Frames		Open
Shop 96	8/7/10	Aluminum Storefront		Open
Shop 97				
Shop 98				
Shop 99				
Shop 100				

# Requests for Information (RFI)

Request #	Brief Desc.	Sent to Catlin	Response	PCO	Status
RFI-1	Sewer Tie In	6/14/10		PCO-5	Open
RFI-2	Water Tie In	6/14/10	7/12/10		See ASI-2
RFI-3	Perm. Electric Serv.	6/21/10	8/16/10		SEE NSTAR
RFI-4	Down Spout Conflict	6/22/10	7/7/10	Wall	Now RFI-7
RFI-5	Light Fixures	6/22/10	7/22/10		See ASI-6
RFI-6	Foundation Exposure	6/22/10	7/8/10		See ASI-7
RFI-7	Spouts and Perim. Dr.	6/22/10	7/7/10	Wall	See ASI-8
RFI-8	Dimensions Foundation	6/23/10	7/1/10		See ASI-9
RFI-9	Cost of Electricity	6/25/10	7/7/10		See ASI-14
RFI-10	Wall Finishes & FRP	7/9/10			See ASI-15
RFI-11	Louver Duct locations	7/9/10			See ASI-16,16a
RFI-12	E-1 Electric Circuit	7/11/10			Open
RFI-13	Support Folding Wall ?	7/12/10	7/15/10		See ASI-18
RFI-14	Exterior Columns ?	7/20/10	8/2/10		See ASI-20
RFI-15	Sprinkler Drain ?	7/16/10	8/2/10		See ASI-21
RFI-16	Pumbing Fixture 7A ?	7/20/10	8/5/10		See ASI-22
RFI-17	Painting Scope Clarificati	7/28/10	8/5/10		See ASI-24
RFI-18	Motorized Roller Shades	7/30/10	8/5/10		See ASI-25
RFI-19	Support (ASI-18 again)	8/5/10			Open
RFI-20	Detail at top of PVC Col.	8/5/10			Open
RFI-21	Catwalk framing	8/5/10	8/13/10		Open
RFI-22	Metal Flashing Windows	8/5/10	8/13/10		Open
RFI-23	Sidewalk CJ layout	8/1/10	8/13/10		
RFI-24	Detectible tiles	8/1/10	8/13/10		See ASI-31
RFI-25	Door 118A & 118B				

**Architects Supplemental (ASIs)**

<b>Request #</b>	<b>Issued</b>	<b>Description</b>	<b>Response</b>	<b>Status</b>
ASI-1		Sewer Tie In		Open
ASI-2	7/9/10	Water Tie In	8" Mueller/ H-615	Closed
ASI-3	6/14/10	Additional Sketch by KWD	Water Sewer SK	Closed
ASI-4		N-Star Work Order	Issued to Town	Pending
ASI-5	N/A	SEE ASI-8	RESCINDED	Closed
ASI-6	7/22/10	Light Fixtures	Lightolier/BetaLED	Closed
ASI-7	7/7/10	Foundation Exposure	(RFI-6)	Closed
ASI-8	7/7/10	Down Sount/Drain clar.	(RFI-7) CR1.3Rev.	Closed
ASI-9	6/30/10	Dimension Clarification	(RFI-8)	Closed
ASI-10	6/24/10	Unsuitable soil	Remove per AE&T	Closed
ASI-11	6/24/10	Construction Sign	Issued to MCM	Closed
ASI-12	7/7/10	Foundation Ctrl. Joints	SK -001 "7/6/10"	Closed
ASI-13	7/7/10	Retaining Wall Color	"Desert Rose"	Closed
ASI-14	7/7/10	Temp Power Ownership	Owned by E.C.	Closed
ASI-15	7/15/10	FRP/MR GWB Clarifications	MR Wet walls	Closed
ASI-16	7/15/10	Outside Air Duct Location	Furnace #4 in porch	Closed
ASI-16A	7/15/10	Outside air Rm #115	East Eyebrow louver	Closed
ASI-17	7/15/10	E-1 Panel Location	Receiving #119	Closed
ASI-18	7/15/10	Support Operable Partition	See #2,3/S4.1	Closed
ASI-19	7/15/10	Solar Tube locations	Se SK-1 7/15/10	Closed
ASI-20	7/30/10	Column cover type	RFI 14	Closed
ASI-21	7/30/10	Sprinkler Floor Drain	RFI 15	Closed
ASI-22	8/4/10	Fixture 7A clarification	RFI 16	Closed
ASI-23	7/22/10	BTU Usage for Gas Permit	1,048,000 BTU/Hr	Closed
ASI-24	8/4/10	Paint Preperation	RFI 17	Closed
ASI-25	8/4/10	Motorized Shades	RFI 18	Closed
ASI-26		Support Operable Partition	RFI 19	Open
ASI-27		PVC Column Top Finish	RFI 20	Open
ASI-28	8/12/10	Cat Walk Framing	RFI 21	Closed
ASI-29	8/12/10	Flashing at Windows/Doors	RFI 22	Closed
ASI-30	8/12/10	Sidewalk CJ sketch	RFI 23	Closed
ASI-31	8/12/10	Detectable Tiles	RFI 24	Closed
ASI-32	8/12/10	Doors 111A&B		Open
ASI-33	8/11/10	Cap Block return at Patio		Closed



PROJECT PLANNING PROFESSIONALS

**APPROVED AND SIGNED CHANGE ORDERS**

**Contract**

**\$ 1,956,400.00**

**Change #1**

**\$ 1,961,724.00**

**7/29/10**