

**SHARON STANDING BUILDING COMMITTEE**  
**Meeting Minutes**  
**January 22, 2008**

**Members Present:** Chair Gordon Gladstone, Vice Chair Deb Benjamin, Fred Clay, Bill Croteau, Joel Wolk and Rick Rice

**Members Absent:** Rich Slater, Colleen Tuck, Gina Maniscalco, Greg Waugh,

**Associate Members Present:** Steve Lesco

**Associate Members Absent:** Rob Maidman

**Guests Present:** Tom Scalata

The meeting of the Standing Building Committee came to order at 6:45 p.m.

1. **Administration**

The Minutes of December 18, 2007 were unanimously approved as corrected. The Minutes of January 18, 2008 were approved with one member abstaining

**MOTION:** To approve the meeting minutes of December 18, 2008 as corrected (Wolk/Rice-unanimous)

**MOTION:** To approve the meeting minutes of January 8, 2008 as written. (Wolk/Rice) one abstaining.

**Future meetings:** February 5 and 19, 2008

2. **Community Center**

**Update:** Chairman Gladstone brought to the attention to the Committee a "Schedule of Open Items" dated January 18, 2008 for discussion as he perceives them. Following items were discussed:

- A visit is now in progress in re the scratches on the tables and will be examined by HON;
- The installation of white boards are in the process of being done;
- Chair Gladstone reported that "We as a Building Committee should know what is going on re the technology available in each room i.e., cameras, phones, television. What form of technology do the rooms have and requested a memo on technology be available in each room." Tom Scalata will send memo re having everything needed for SCTV connections;
- Two memos from Phyllis Bernstein wiring for SCTV- Tom Scalata to take care of;
- Rich Leonard will be in contact with Kitteridge re: missing part of manual can opener and pricing on muffin pans and warming trays for oven;
- Training on both kitchens i.e., equipment necessary;
- Need more training relating to TV in the lobby;

- Necessity for sending information in advance re change order
- Adult Center lettering on side on building needs to be more prominent;
- Cylinders are in for the installation of door locks on stairs;
- Must be in direct contact with Annesse to change the control of the floodlight to timers for 904.86;
- Tom Scalata working on NSTAR rebates - talked to Rogan re same;
- Tom Scalata working on upright signs for handicap parking;
- Project Manager to explain Town needs to schedule I& training;
- Rich Leonard working on sign outside directing people to Adult Center;
- Tom Scalata working on close-out documents;
- Tom Scalata to go through punch list completion again;
- Norman Fitzgerald Simmons questioning the air power going through the hand dryers;
- Need new light fixtures over the reception desk in COA - will be looked at;
- Handicap doors not opening either way on the upper lobby - they do not open properly - push button not operating properly - to be checked;
- Routing for warranty work - Marshall should know.

Invoices: The Committee reviewed and approved the following invoices:  
(Benjamin/Wolk - unanimous)

Dell	7,252.30
kittredge	217.00
Louison, Costello	472.50
M.D. Stetson	26,483.61
S&S Worldwide	1,216.10
Seasonal Speciality	5,595.84
Total	\$41,237.35

### **Other Matters**

Change Order #13 was discussed by the Committee.

MOTION: To authorize the Chair or Vice Chair to execute Change Order 13 after the acception of the General Contractor and Articheet not to exceed 18,170 (Vote: 5 to 2)

MOTION: To authorize the Chair or Vice Chair to instruct BH+A to order signs not to exceed 1,500 (Wolk/Croteau)

Fred Clay voted no on motions - inadequate time to review detail backup.

### **Correspondence**

The Committee reviewed correspondence from Mike Polimer dated January 19, 2008 re emergency power at the Community Center. Mr. Polimer is requesting to do some electrical wiring so as to be able to power up as much of the building with the machine that is in the building already. In this way, the Community Center could then be used as a "warming center" in the event of an electrical outage.

### **Executive Session**

The members of the Committee were polled to go into Executive Session. The following members voted in the affirmative to enter into Executive Session to discuss Pending Litigation on the Cottage and East Street Elementary Schools:

Chair Gordon Gladstone, Vice Chair Deb Benjamin, Fred Clay, Bill Croteau, Joel Wolk and Rick Rice.

The Committee adjourned to Executive Session at 8:05 p.m.

Respectfully submitted:

Linda Morse – Recording Secretary

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Signature of Chair

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Date of Acceptance