

Sharon Standing Building Committee
Meeting Minutes
April 15, 2008

Members Present: Chair Gordon Gladstone, Fred Clay, Bill Croteau, Rick Rice, Joel Wolk, Rich Slater and Colleen Tuck

Members not Present: Vice Chair Deb Benjamin

Associate Members Present: Steve Lesco

Associate Members not Present: Rob Maidman

The meeting of the Standing Building Committee came to order at 6:35 p.m.

1. **Administration**

Approval of Minutes

MOTION: To approve the meeting minutes of March, 18, 2008. (Rice/Clay) Slater and Tuck abstained on the minutes as they were not at the meeting.

Future Meetings: April 29, 2008 at the Conference Room – Community Center – at 6:30 p.m.

2. **Community Center Update**

- Chair Gladstone reported that the punch list for the Community Center Project is basically completed;
- The Ansul System is now completed;
- The buckling of the lobby floor is being pursued and the floor is under guarantee;
- Interior signage has been installed;
- Security camera in COA vestibule needs to be relocated;
- The Commissioning Report has been received from RDK and will be forwarded to the Department of Public Works for their records.

MOTION: To authorize Ms. Morse to purchase from W.B. Mason a toner cartridge for Gordon Gladstone's personal printer (Wolk/Croteau-unanimous)

Invoices: The Committee reviewed and approved the for final payment the following invoices: Louison, Costello & Pfaff, LLP \$280.00; Louison, Costello & Pfaff, LLP \$52.00 (Tuck/Rice-unanimous)

Invoices: The Committee reviewed and approved the following invoices: Annese Electrical Services, Inc. \$904.86; kittredge \$82.00 and W.B. Mason \$88.37 (Lesco/Tuck)

Letter of Recognition

A letter of recognition has been written by Chair Gordon Gladstone, on behalf of the Sharon Standing Building Committee, to Christopher Cummins, Principal of RDK Engineers in reference to Jason Peterson for his professional sense of responsibility to the Community Center Project.

Plantings

Adrianna O’Sullivan will oversee plantings at the Community Center. She will, also, prepare the planting plan, tag the plant material at Briggs Nursery and will arrange for delivery to the Community Center.

MOTION: To adjourn the meeting at 7:30 p.m. (Wolk/Clay-unanimous)

Respectfully submitted,

Linda Morse – Recording Secretary

Signature of Chair

Date of Acceptance