



Florence Rideout Elem School  
18 Tremont Street  
Wilton, NH 03086

Sept 4, 2015

Meeting Minutes #61

Attendees:

Harry Dailey- School Board

Tim O'Connell- Principal

Jim Button- School Board

Marc Jobin- Owner's Rep

Kyle Barker- Architect

Dave Ross- Project Manager

Jack Hakala-Super

Cc:

Lise Tucker- Business Administrator

Buddy Erb- School

Joyce Fisk- School Board

Bruce Reini- Super

Construction

**Construction: (8/24)** - 1895 Building 2<sup>nd</sup> Floor - Must be complete by Monday night 8/24. 8/25 Close ceilings 8/26 Waxing floors/cleaning. 3<sup>rd</sup> Floor – Must be complete by Tuesday night 8/25. 8/26 Close ceilings. 8/27 Waxing floors/cleaning. Admin/Addition area – Must be complete by Friday 8/28. 8/28-8/31 Waxing and cleaning. Waxing of all common areas TBD next week based on schedule. Kitchen inspection scheduled 8/25 with SBOH. State FM pre inspection 2:00pm today.

Final inspections/ C of O -8/31 week

Teacher & Furniture Move in 8/31. Library furniture will be delayed. No date yet.

9/3- Staff Meeting 12pm-1pm Lunch, 1-3pm meeting. 9/4 - Open House. 1-3pm & 5-7pm. 9/8-First Day of School

(8/28)-State FM, WFD and Building inspector C of O 11:00 am 9/3.

**(9/4)-All inspections completed. C of O granted and staff and students are in school today. Punch list items will be on going thru Sept.**

**Items remaining:**

1. PA system with speakers. Some sound on the old speakers low. TO
2. Phone & data system final connections and 100% working. HCC/School
3. Furniture (bookcases & shelving) for Library delivery date? KB
4. Markerboards. HCC 9/14
5. Security for main entry vestibule and entry doors including cameras. HCC/School
6. Landscaping. HCC/School 9/14 week
7. Ball field/fields. One field approved. School
8. Gym wall pads. HCC 9/28 week.
9. Plaque for entry. KB/HCC. Info for sign by school to be sent to Kyle
10. Unassigned room wall treatment. HCC to price 1" spray foam with mtl std & gwb. KB/HCC
11. Expansion joints for gym doors and 1895 to phase 1. HCC 9/28
12. Sign for traffic direction? Harry's email.
13. Cages for gym sprinkler heads and horn strobes. HCC
14. Final gym painting HCC
15. Stage Lift completion? And State Elevator inspection. HCC
16. HCC to price new RB vented for gym. HCC
17. KB to provide SK for Library platform at window for pricing. KB
18. Entry mats HCC
19. Missing screen room 327 HCC
20. Remove exterior abandoned wire HCC
21. 3<sup>rd</sup> floor bathroom occupancy sensor needs adjustment HCC
22. Door & Window labeling for the WPD. School
23. MEP training HCC/School
24. Punchlist KB/School/HCC
25. Others

**LCS:**

1. Kitchen Hood 9/14 week. HCC
2. Stove. Parts missing? School to look at.
3. Gas line install for stove. HCC
4. Staff lounge sink HCC
5. Counter in kitchen HCC
6. Flooring punchlist (9/12) HCC
7. Door release buttons for the SAU. HCC
8. Paint front doors (extra)
9. Add cubbie in Kindergarten. (extra)
10. Window pane replacement School
11. MEP training HCC/School

**HUTTER CONSTRUCTION CORPORATION****P.O. Box 257, 810 Turnpike Road, Route 124, New Ipswich, New Hampshire 03071****Office: (603) 878-2300 FAX: (603) 878-3519**

<p>Next meeting will be Monday Sept 14, 2015 at 3 pm. In the Library. These meeting minutes represent Hutter Construction Corporation's understanding of the items discussed. If any additions, deletions or corrections are necessary, please contact HCC within five (5) business days.</p>	
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