



Lyndeborough Meeting Minutes
Florence Rideout Elem School
18 Tremont Street
Wilton, NH 03086

Aug 14, 2015

Meeting Minutes #14

Attendees:

Harry Dailey- School Board
Lise Tucker- Business Administrator
Joyce Fisk- School Board
Buddy Erb- School
Marc Jobin- Owner's rep
Kyle Barker- Architect
Clinton Ellnor-Project Super
Dave Ross- Project Manager
Jim Button- School Board (conference call)
CC:
Tim O'Connell- Principal

Construction

Drywall finish in process, painting beginning. UG plumbing complete. Slabs to poured back in. Ceilings to start next week. MEP roughing on going. (8/7)-bathroom drywall started. Painting is about 80%. Door delivery next week. Ceilings ongoing. On schedule for inspections the week of 8/24. **8/14-ACT grid completed. Plumbing, electrical and HVAC finishes on going getting ready for start up and testing/inspections. VCT complete, carpet tile this week. Final cleaning next week. Inspections scheduled for end of next week with C of O beginning of the following. On track.**

9.3 The team went over the State Fire Marshal plan review in detail. Kyle is addressing all items.

(7/17) Kyle is sending response to the state soon.

(7/24) Ongoing. (7/31) Same (8/7)-Kyle issued all information to the State on 8/6.

(8/14) Awaiting SFM response.

Kyle

<p>10.2 The white stove that was taken from FRES will be the stove used at LCS.</p> <p>(7/24) The team would like to know if a bollard is needed to protect the propane tank. Once a location is given by the school, the team will determine if its needed. Current plan is to put it outside storage 105. (7/31) Same.(8/7)-BE will install bollards. (8/14) Same.</p> <p>10.9 A general note that the fencing in the playground is to be 4' off of the parking lot to create a buffer zone.</p> <p>(7/24) 4' is the min but the team would like to see it at 6'. (7/31)-Same</p> <p>(8/7)-Fencing scheduled for next Friday. JB to schedule shed relocation with the town highway dept. for Thursday 8/13. (8/14) Shed is relocated. Fencing post today.</p>	School
<p>11.1 The team needs a final plan for the line striping outside. Kyle to work with the school to finalize. (7/31)-Same. (8/7)-Plan issued. HCC to schedule stripping week of 8/24. Numbers will be added to all spots also. (8/14) Scheduled for 8/24 week.</p>	School
<p>11.6 A walkthrough of the building needs to be set up for both FRES and LCS. This needs to be coordinated between Ray Dick and Chief McQuade. Looking for a tentative date of the 24th. (7/31)- Target C of O for Subs 8/24. Drop dead date 8/28.</p> <p>(8/7) – Chief Ray contact SFM for FRES. JB will check with Chief McQuade if need SFM review. 9/2 First day of school. (8/14)-Same.</p>	Hutter
<p>11.7 The school would like to have a directory sign at the entrance lobby and new signs for the existing rooms to match the new signage. Submittal to be sent through for record. (7/31)-Same. (8/7)-DR will confirm with Sousa. (8/14)-Same.</p>	School
	Sousa

<p>11.8 The SAU would like “security blinds” added to their offices.</p> <p>(8/7)-DR to confirm with DWC Blinds. (8/14) Same.</p> <p>11.9 A time needs to be set up for teachers to bring their material in. As the date gets closer, Hutter will assign a period for this to happen. (8/7)-Same. (8/14) HCC is planning on move ins 8/24 week. Will confirm next week.</p> <p>12.2 Jeff TZS will contact Buddy for toilet accessories. (8/7)-TA on order. BE has remainder on order as well. (8/14) Same</p> <p>12.3 TDS Room 117 equipment move. (8/7) –Outlet to be added and room will be ready of IT install this week. (8/14)-HCC will confirm with Arcomm when room will be ready. School to coordinate with TDS for final phone and data service.</p> <p>13.1 Prometheus board install 8/24 week. (8/14) Same. Rooms 134 & 127.</p> <p>14.1 Motion sensors need to be relocated back into the ceiling, HCC will have Grace reinstall. Security cameras to be installed by Arcomm. Three locations.</p> <p>14.2 HCC will check on Residential hood for the kitchen.</p> <p>Next meeting will is Monday August 24, 2015 at 10am. It will be in the classroom of Phase 1.</p> <p>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>	<p>DWC</p> <p>Hutter</p> <p>Hutter</p> <p>School</p> <p>School</p> <p>Hutter</p>
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