



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

Aug 7, 2015

Meeting Minutes #13

Attendees:

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

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.

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.

10.2 The white stove that was taken from FRES will be the stove used at LCS.

(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.

Kyle
 School

<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.</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.</p>	Hutter
<p>11.2 Kyle handed out colors for the SAU and school side. He would like the conference room 117 to be carpet. (8/7)-ordered.</p>	JDS
<p>11.3 Hutter needs to dispose of the old stove that no longer works.</p> <p>(8/7)-Stove was damaged so as to not be used. It was taken for scrap by someone last week.</p>	Complete
<p>11.5 Hutter to send Marc the overall schedule. The team would like to see Dr. Tyrie's office turned over sooner than the rest of the building. Hutter to work on making this happen. (8/7)-move in will be with main CofO.</p>	Hutter
<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.</p>	School

<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.</p>	Sousa
<p>11.8 The SAU would like “security blinds” added to their offices. (8/7)-DR to confirm with DWC Blinds.</p>	DWC
<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.</p>	
<p>12.1 JL Hall to provide stubs for the 3 bowl sink in the kitchen. (8/7)-CO of \$1408 was issued and approved.</p>	Complete
<p>12.2 Jeff TZS will contact Buddy for toilet accessories. (8/7)-TA on order. BE has remainder on oreer as well.</p>	Hutter
<p>12.3 TDS Room 117 equipment move. (8/7) –Outlet to be added and room will be ready of IT install this week.</p>	Hutter
<p>13.1 Prometheum board install 8/24 week.</p>	School
<p>Next meeting will is Friday the August 14, 2015 at 9am. 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>	