

CALENDAR HOUSE BUILDING COMMITTEE

March 21, 2018

Minutes

PAUL CHAMPAGNE, CHAIRMAN, called the meeting to order at 4:34 p.m. at the Calendar House, 388 Pleasant Street, Southington, CT with the following members in attendance: Mark Lovely, Severino Bovino, Michael Fortier, Mark Sciota and Paul Shupenko.

Also in attendance:

Robert Verderame ~ Executive Director

Dennis Rioux ~ BL

Michael Newton, Ricardo Anderson ~ KBE

A quorum was determined.

3. Approval of Minutes

Upon a motion made and seconded, minutes of the February 21, 2018 meeting were approved unanimously on voice vote.

4. Report from Architect

Mr. Rioux stated they are gathering feedback and taking care of outstanding furniture orders, communications, audio shelves. Clocks and garbage delivery about two weeks out, phone jack locations and relocating data outlets will happen next week. WB Mason will be replacing the broken dining room chairs and the three missing storage cabinets. He will investigate why they broke so quickly.

Punch list was read and responsibility established (see attached). Mr. Sciota asked if the items on the list could be completed by the next meeting. It was agreed they would be. Mr. Newton asked if Mr. Verderame could sign off on these items when completed. Mr. Sciota stated he could unless it is something that the committee has to vote on.

Mr. Shupenko stated the specifications included speakers in the proposal. He also stated the ping pong tables received are not the ones specified. As this is part of FFE, Mr. Rioux will look into these concerns and report back to the committee.

5. Report from Construction Manager

Mr. Newton stated they have the punch list that BL created, they just need to walk it and then sign off on it. It does not include the outside and once landscaping is complete they will do that one. He spoke regarding the demolition of the existing building and stated additional asbestos testing had to be done as they found some questionable material. Report should be available on Friday and they will evaluate if additional work needs to be done. Gas, electric and telephone have been disconnected, water and sewer will be disconnected on Friday or Monday.

Discussion was had on the two exterior building sign proposals by Sign Pro. They are the same size as the one at the municipal center which is large because of its location on route 10. It was felt because the Calendar House is in a residential setting, such large signage is not necessary. It was agreed to have the signs be similar to the size it is now. Mr. Anderson will measure and have Sign Pro update the pricing.

Motion made to release retainage on subcontractors who are done with the exception of demo, site work and landscaping, seconded and approved unanimously on voice vote.

6. Report from Executive Director

Mr. Verderame stated everything has been removed from the old building. He asked that the Oshana plaque be moved to the flag area. Two outdoor benches were delivered and are very nice, heavy benches. He stated people are amazed at the size and length of building.

Mr. Sciota asked for an update on the generator. Mr. Anderson stated power has been cut and will be relocated on Friday. Mr. Sciota reminded him it is going to the town highway department on Della Bitta Drive.

Mr. Champagne stated when he thanked everyone for their hard work with the move at the last meeting, he neglected to mention the kitchen staff: Carol, Toni and Cheryl.

7. Public Communications

Clifford Snow, 143 Debbie Drive, Southington, CT ~ asked how did we allow the fitness room to be so much smaller? Mr. Verderame stated a committee was formed and recommendations were given to the architect. Instructors felt previous class sizes of 40-50 people were too large and wanted class sizes no larger than twenty people to reduce chances of mishaps or injuries. Mr. Snow asked if the new building will still be called the "Calendar House" on the signage? Mr. Sciota stated it will say Calendar House Senior Center. He asked if the video capability in main hall is related to the Cox problem. It is not.

Mark White, 396 Mulberry Street, Southington, CT ~ stated the computer lab used to have a teachers desk and has been replaced with a table. There are a number of valuable items that need to be locked up and asked to have a lockable desk. Mr. Rioux stated the closet and cabinets are lockable and should be used. Mr. White asked about shelving. He stated in the old building they used two short leg tables and were kept out of sight. Mr. Champagne stated that the problem is there is less than two feet left around the tables and three feet are needed, it became a safety issue. Mr. White stated he believed the speakers in the computer lab were connected. Mr. Rioux will check. Mr. White stated the drop down screen position is ludicrous, it would have been better if it was tighter against the wall. Mr. White stated at least fifteen coat hangers are needed in the computer lab. He also stated when the electronics were disassembled in the old building, the bulletin board was deliberately left because it was not a tv and has terrible resolution. He has seen it in the new building and it won't work as a television.

8. Approval of Invoices

Upon a motion made and seconded, invoices were approved unanimously on voice vote.

9 Any other business to come before the Committee

It was agreed to cancel the April 4, 2018 meeting. The next meeting will be held on April 18th at 4:30 p.m.

10. Adjournment

Upon a motion made and seconded and voted unanimously on voice vote, meeting adjourned at 5:46 p.m.

Submitted,

Paul Champagne
Chairman

Calendar House Building Committee

Punch List 3/21/2018

Kitchen:

- ✓ Sprayer on triple sink
- ✓ Reduce shelf size over triple sink
- ✓ New Phone location, or wall mount
- ✓ Kitchen door not staying open
- ✓ Door to patio – gap in lower right corner

Dining area / Main Room:

- ✓ Chair Feet wearing out
- ✓ Leaving black marks on floor
- ✓ 2 chairs broken (backs); 1 chair bent leg
- ✓ No Speakers – mount four speakers on soffit
- ✓ West side TV is crooked
- ✓ Need shelves in West Storage room
- ✓ Paint touch-up
- ✓ Pickle ball area – issue with TV boxes/wiring on floor

Cafe/ Lobby:

- ✓ Light fixture in kitchen has paint on lens
- ✓ Cover plate missing on low voltage box (East wall)
- ✓ Door sweeps on sliding doors - needed
- ✓ ADA counter obstructed
- ✓ Security lock to office not connected
- ✓ Door to office area will not latch

Office Area

- ✓ Need tack board (plus install)
- ✓ Paint touch-up

Fitness / Cardio:

- ✓ Stretch table not delivered
- ✓ Conduit wiring looks bad (conduit tubes sticking out of wall)
- ✓ Need incline bench for free weights
- ✓ New phone drop, wall mounted in fitness room

Health Suite / Exam room:

- ✓ Need 32" TV bracket and install available TV
- ✓ Either put a lock on the refrigerator or move it to the locked storage room

Computer Lab:

- ✓ No Speakers
- ✓ Install Whiteboard
- ✓ Install Tack board
- ✓ Need 36" coat rack (plus install)
- ✓ Need new cabinets
- ✓ Paint Touch-up

Multi-purpose Room:

- ✓ Need tack board (plus install)
- ✓ Install Whiteboard
- ✓ Shelves in closet
- ✓ Speakers
- ✓ Phone drop – wall mounted

Library:

- ✓ Install TV (TV and Bracket available)

Pool / Ping pong room:

- ✓ 3 pool tables damaged during set-up, still not fixed
- ✓ Need 3 small coat racks to hang table covers
- ✓ Window covering over door & adjacent window on west wall
- ✓ Tack board installed

End of Hall:

- ✓ Install available Message Board
- ✓ Install TV (TV and Bracket available)

Craft Room:

- ✓ Need Cabinet
- ✓

Classroom 1A / 1B:

- ✓ No coat racks
- ✓ Need Overhead cabinets over sink area

Classroom 2:

- ✓ Wall mount phone
- ✓ No coat racks
- ✓ Need Overhead cabinets over sink area

Misc:

- ✓ Need 24 Wastebaskets
- ✓ Need 24 wall clocks
- ✓ Need plates to cover low voltage boxes where there is no TV
- ✓ Need digital drops for Exec. Secretary office and Social Services room
- ✓ Display cabinet (Precious moments) chipped on delivery
- ✓ Need 3 more partitions
- ✓ Rest Room signs needed in lobby and northwest corridor
- ✓ Camera Security needs to be set up on office computers
- ✓ Three (3) Storage cabinets missing (damaged on delivery)
- ✓ DVD players and shelves need to installed
- ✓ Cable hook-up
- ✓ Security card readers not activated

Exterior punch list still needs to be completed

- Would like to remove trees from area on west side of building and re-plant them
- West area could then be used for gardens instead of lawn area
- Orchard Valley Garden Club, Ricardo & Bob to consult on plantings