

**Veterinary Clinic Building Committee Meeting**  
**Main Conference Room**  
**January 5, 2018**

ATTENDANCE:

<i>Building Committee:</i> James Cournoyer, School Committee	Peter Maxfield, OPM
Tom Browne, Principal	Tammy Crockett
James Cournoyer, School Committee	Pam Pothier
Jim Hachey	Mike Gormley

*Lamoureux Pagano & Associates:* Bill Senecal

*Other:* Keyna Thomas, Administrative Assistant

*Purpose of Meeting:* Progress Meeting

Meeting convened at 9:40 a.m.

Principal Tom Browne moved to approve the minutes of December 4, 2017 and James Hachey seconded. Minutes were unanimously approved.

**Budget – report from Tom Browne**

Remaining funds of \$189,877.07 does not include recent donations: \$25,000 from Jeff Crowley of Wachusett Mountain and an additional \$10,000. It is expected that \$70,000 in prior commitments should be received by the end of January. At this point, we are on target. Tammy noted that today's votes have not yet been deducted from the total funds.

**Construction Update – report from Pete Maxfield**

Roof/Exterior

- The gutter system and canopies are complete

Plumbing/HVAC

- Jim Cournoyer asked if the heating will be ready to run by February. Pete said they need to finalize the panel tie ins, which he expected to be done in the next week, then pull the temporary power. February is a good possibility. The dropline should be in with four VAV boxes left to tie in and four to tie up. Insulation of pipes is expected to be done by the end of the month. Bathroom faucets still need to be installed, as well as ventilation.

Drywall

- Exterior wall sheetrock contract is complete and ready for paint (8,000 sq. feet)
- An additional 3,800 sq. feet of drywall has been completed and is ready for paint
- Worcester Tech students are scheduled to begin priming walls on 1/8/18
- 3,800 sq. feet of drywall still to be hung by students and V&S is standing by to complete finish work.

Electrical

- The electrical department is expected to connect overhead lighting boxes to the waiting area, hallways, and the learning hub in coordination with the ceiling installation. Rough work is caught up and light fixtures should be delivered by the end of January.

#### Carpentry/Cabinetmaking

- Masonry and Cabinetmaking will coordinate timing to install cabinets. Jim Cournoyer asked if cabinets would be placed over tile, or if we would tile around. Pete said that the contractor wanted the flooring to be the last thing installed.

#### Masonry

- The masonry department will tile installation in February, starting in the exam rooms, followed by the grooming rooms. They will follow the installation of the ceiling grid as it progresses.

#### **Suggested Votes on Allocations of Funds and Construction**

- Tom Browne made a motion to allocate \$550 to Chairtown Lumber for miscellaneous supplies. It was seconded by Jim Hachey and the Building Committee passed the motion with a unanimous vote.
- Tom Browne made a motion to allocate up to \$500 to Huhtala Oil Company for kerosene deliveries. It was seconded by Jim Hachey and the Building Committee passed the motion with a unanimous vote.
- Tom Browne made a motion to allocate \$313.85 to ABC Supply for crating costs. It was seconded by Jim Hachey and the Building Committee passed the motion with a unanimous vote.
- Tom Browne made a motion to allocate \$12,000 to Brideau Sheet Metal for venting and connections between HVAC unit and clinic. It was seconded by Jim Hachey and the Building Committee passed the motion with a unanimous vote.
- Tom Browne made a motion to allocate \$12,450.52 to Kemco, the ceiling tile/grid vendor. It was seconded by Jim Hachey and the Building Committee passed the motion with a unanimous vote.
- Tom Browne made a motion to allocate \$11,845.05 to FW Webb for finish plumbing supplies. It was seconded by Jim Hachey and the Building Committee passed the motion with a unanimous vote.
- Tom Browne made a motion to allocate \$15,200 to V&S Drywall for drywall finish services. It was seconded by Jim Hachey, and the Building Committee passed the motion with a unanimous vote.
- Tom Browne made a motion to allocate \$3,865 to Nelco for radiology supplies. It was seconded by Jim Hachey and the Building Committee passed the motion with a unanimous vote.

- Tom Browne made a motion to allocate \$12,559 to Little's Flooring for wall tiles. It was seconded by Jim Hachey and the Building Committee passed the motion with a unanimous vote.
- Tom Browne made a motion to allocate \$3,600 to Nal's for wall paint. It was seconded by Jim Hachey and the Building Committee passed the motion with a unanimous vote.

### **Other Items**

- Jim Cournoyer is concerned that the heating unit outside is too close to the roof and may get ice in the fans when snow falls. Pete said he followed the design, which showed that the unit needed 7' clearance. Bill Senecal said that the design is for seven feet, but could certainly add a canopy if needed. Pete will measure the distance and Bill will review with Jim.

Meeting adjourned at 10:31.