

Sharon Standing Building Committee  
Meeting Minutes  
April 16, 2013

**Members Present:** Chair Gordon Gladstone, Fred Clay, Bill Croteau, Roger Thibault and Colleen Tuck

**Members Not Present:** Vice-Chair Deb Benjamin, Rich Slater, Rick Rice and Steve Smith

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**Others Present:** Bob White, Eric Hooper and Ken Wertz

The meeting of the Sharon Standing Building Committee was called to order by Chair Gordon Gladstone at 6:30 p.m. in the Conference Room at the Community Center.

1. **Administration**

Approval of Minutes

**MOTION:** To approve the Regular Session minutes of the Sharon Standing Building Committee meeting of April 2, 2013 (Clay/Tuck) – unanimous - Abstention: Thibault

**Future Meetings:** April 30, 2013 and May 14 and 28, 2013

2. **Sharon Middle School Project Updates**

Bob White distributed to the SSBC the Sharon M.S. “Index of Final Audit Closeout Material” statue update as of April 16, 2013 (attached to these minutes). Mr. White discussed the following:

- Submission of “Budget Revision Request #2 (final) – Completed and submitted to MSBA;
- MSBA Commissioning Certificate of Completion - Completed and submitted to MSBA;
- Submit “final” propay to MSBA – in the process of being completed;
- MSBA Final Request and Certificate for Reimbursement;
- MSBA Sources and Uses Form;
- MSBA Audit Report Acceptance/Non-Acceptance Form;
- Get the final audit acceptance recommendation from staff on a Board of Director’s agenda.

It is the consensus of the SSBC that there were no issues with Bob White’s proposals.

Ken Wertz, Director of School Dept. of Maintenance and Operations, informed the SSBC that, as far as he was concerned, there were no issues in regard to the MS punch list.

**MOTION:** To authorize the Chair or Vice-Chair to sign a Consigli requisition for \$800,000 (Tuck/Croteau) – unanimous

**MOTION:** To authorize the Chair or Vice-Chair to sign a Consigli requisition for \$356,472 to be held until such time as a decision is made in respect to the remaining \$75,000 punch list. (Croteau/Tuck) –

unanimous

### 3. **DPW Steel Building**

The following was discussed in regard to the KBA Contract (Draft):

- Preparation of bidding, Contract and General Conditions Documents for the Project – Technical specifications and drawings to be by the Sharon DPW.

KBA Contract to be discussed with Mike McKeon, Eric Hooper and Chair Gladstone before approval at the next SSBC meeting.

The following was discussed in regard to the DPI Contract (Draft):

- General conditions;
- Basic services;
- Incorporate an RFP;
- Indicate that Bob White is to be the person assigned to the job;
- Insurance coverage.

DPI Contract to be ready for approval at the next SSBC meeting.

The meeting adjourned at 7:30 p.m. (Tuck/Clay) – unanimous

Submitted:

Linda V. Morse

Sharon Standing Building Committee

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Signature of Chair

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Date of Acceptance

NOTE: All Standing Building Committee minutes and attachments will be available for the public to read at the Standing Building Committee office located at the Community Center upon request.