

Sharon Standing Building Committee
Meeting Minutes
February 5, 2013

Members Present: Chair Gordon Gladstone, Vice-Chair Deb Benjamin, Fred Clay, Steve Smith, Rick Rice, Colleen Tuck, Bill Croteau and Rich Slater

Members not Present: Roger Thibault and Jeff Cruzan

Others Present: Bob White and DPW Superintendent, Eric Hooper

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

The Sharon Standing Building Committee Regular Session minutes of January 22, 2013

MOTION: To approve the Regular Session minutes of the Sharon Standing Building Committee meeting of January 22, 2013 (Clay/Tuck) – unanimous Abstention: Croteau, Slater and Benjamin

Future Meetings: February 19, 2013 and March 5 and 19, 2013

2. **Sharon Middle School Project Updates**

DPI – Report attached to minutes

Bob White presented to the SSBC the Sharon Middle School “Index of Final Audit Closeout Material” status update on each of the following items:

- Submission of “Budget Revision Request #2 (final)
- MSBA Commissioning Certificate of Completion
- Submit “final” Propay to MSBA
- 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

Mr. White also distributed a list of incomplete items and items in need of correction in all categories as of January 21, 2013 (list attached).

3. **Proposed DPW Steel Building**

Chair Gladstone distributed in draft form two letters (1. OPM services and 2. Services needed) in which the Sharon Standing Building Committee (SSBC) proposes to contract with a steel building fabricator to erect such a building for the Sharon Department of Public Works to be sent out for bid on February 8, 2013. The SSBC discussed (reviewing and editing) the two letters offering their invaluable comments.

The meeting adjourned at 7:55 p.m. (Smith/Tuck) – unanimous

Submitted:

Linda V. Morse, Secretary

Sharon Standing Building Committee

Signature of Chair

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.