

# **TOWN OF SCITUATE**

## **CHOPMIST HILL INN BUILDING COMMITTEE**

**MINUTES: August 10 , 2004**

**Chopmist Hill Inn**

### **AGENDA**

#### **I. Call to Order**

**Meeting was called to order at 4:15 p.m. by Vice Chairman Benz.**

**Present: Benz, Loven, Gould and LaDuke.**

#### **II. Approve Meeting Minutes from 7/20/04**

**Minutes of 7/20/04 were approved on motion by Loven; seconded by Gould**

#### **III. Job Meeting Carpentry – General Renovations**

**§ General Discussion of the following items:**

- o Fire wall not completed**
- o Deck work not completed**
- o Lunch room work not completed**
- o Kitchen work not completed**
- o Painting not completed**
- o Concern about lack of progress toward completion**

**o Anticipated completion date of 8/1/04 was not met**

**§ List of items needing attention and follow-up:**

**o Items listed above**

**o Side entryway lighting fixtures not installed – birds nuisance in this area**

**o Heat in bathrooms not completed**

**o Screens for ballroom**

**o Repairs to aluminum doors in ballroom**

**o Water test on existing well**

**o Resolution of new well status**

**o Kitchen ductwork and fan**

**o Finish fire wall in kitchen**

**o Install drop ceiling in kitchen**

**o Resolution of side entry of ballroom to correct drainage problem**

**o Decision of work to be completed in lower level**

**o Conduct radon test**

**o Determine asbestos status**

**o Determine resolution of EMA room ventilation/air-conditioning/heat**

**o Determine resolution of meeting room ventilation/air-conditioning**

**o Install propane**

**o Install telephones**

**o Boilers need to be enclosed**

**o Items from Fire Department letter of 6/28/04 need to be addressed**

#### **IV. Review/Approve Status of Phase I items including change orders**

**None submitted**

#### **V. Old Business**

##### **A. Cost Accounting**

**General discussion of need to have updated and itemized breakdown and spreadsheet**

##### **B. As Required**

#### **VI. New Business**

##### **A. Review/Approve Invoices, Architect, Contractors, Suppliers**

**None submitted**

##### **B. Discussion of Project Schedule/Finalization**

**§ Discussed work necessary to open Senior Meal Site**

**§ Discussed testing of fire alarm system**

**§ Discussed work necessary to obtain partial Certificate of Occupancy**

##### **C, As Required**

**None**

#### **VII. Correspondence**

**§ None**

#### **VIII. Adjournment**

**Meeting was adjourned at 5:05 p.m.. on motion by Gould; seconded by Benz**

**Respectfully submitted,**

**Rita J. LaDuke, Secretary**

**Next Meeting: August 17, 2004**