

Town of Upton



Massachusetts

Date: July 29, 2013

Meeting Location: Temporary Town Hall

A: Call to Order

The meeting was called to order at 7:03pm

B: In Attendance

- Kelly McElreath, Chairperson
- Michelle Goodwin, Committee Member
- Steve Rakitin, Secretary
- Tim Tobin, Committee Member

C: Summary of Action Items

New Action Items:

Previous Action Items:

1. Vertex will do a door inventory to make sure every door has a new lock including main door upstairs.

D: Discussion Items

1. Committee Business:

a. Construction Meetings

Michelle and Kelly have been attending the construction meetings every other Monday.

Change orders - three have been submitted so far.

- A support beam needs to be added in the Town Clerks office. Vertex pushed back on adding one day. MKA and Vertex recommended approval. Approved by committee (Michelle and Kelly) as its under \$10k...
- Asbestos abatement - took back two days for asbestos. Still negotiating on price.
- Additional work to demo a wall in lower level that wasn't identified on drawings.

The committee is still awaiting a detailed construction schedule from Pezzuco.

b. Bills to approve:

Change order to support beam was approved.

c. Meeting minutes:

We reviewed minutes from July 18. Minutes approved by majority.

d. Other business:

Discussion on financials planned for our next meeting two weeks. Tentatively Aug 13

Wednesday Sept 5 is a CPC meeting. We can discuss first interest payment on bond...
First payment is \$1,180,563 and is due Jan 2014.

Upton Historical Society would like the committee to give them a project update next April.

The committee will plan to give the BoS an update on the project at the Sept 24 meeting.

E: Next Meeting

Next committee meeting tentatively scheduled for Aug 13 @ 7pm

F: Meeting Adjourned

The meeting was adjourned at 9 am without objection.

Submitted by Steve Rakitin, Secretary