

ARCHITECT'S MINUTES OF MEETING

ABC ARCHITECTS, INC.

324 Bass Street
 Enfield, Massachusetts 01234
 Phone: (403) 555-3434

RE: Enfield Housing for the Elderly 667-3
 Field Meeting #11
 March 10, 1980

Present: Michele Pike ABC Architects
 Calico Jones ABC Architects (Project Representative)
 Bill Jones DHCD Construction Advisor
 Ray Rogers RST Construction
 Peter Perch RST Construction (Superintendent)

. The minutes of the previous meeting were read and accepted by all present with the following exceptions:

Old Business:

- 7.6 Water Closets: - Michelle Pike indicated she has reviewed the suggestion of changing the waterclosets to floor outlet with the plumbing engineer. The recommendation to accept them as equal to that specified will be forwarded to DHCD for approval.
- 9.3 Layout - Peter Perch informed the Architect that there were two areas where he had previously questioned the kitchen/bath layout. These have been resolved.
- 10.2 Should have read 3' 0" not 30"
- 10.4 R. Rogers indicated he agreed to proceed on the extra work but would do so under protest. Peter Perch was reminded to notify Calico Jones before protested work is started.

New Business:

- 11.1 Gas Service Ray Rogers indicated the local gas company had questioned the size of the new gas line into the project. Michele Pike said this was all reviewed prior to preparation of the drawings. She will call the Gas Co.
- 11.2. Grades - Michele Pike asked Peter Perch to check the existing grades in the NW corner of the site. Peter would have them for the next week's meeting when the site engineer would be present.
- 11.3. Window Submittal - Bill Jones requested the Arch./G.C. provide additional data on the windows which are being submitted as "equal". Bill also reminded the contractor a sample window will be selected from those delivered to site and the window sub. will deliver it to the testing lab. for air and water infiltration tests.

Field Observations:

- 11.4. The excavation contractor is rough grading the site.
- 11.5. Form work has begun for walls on "A" line.
- 11.6. The plumber has delivered a trailer to the site.

Discussions of this meeting have been recorded as understood by this writer. If there are any omissions or corrections, please contact the writer. Next meeting is March 17, 1980 at 9:00 A.M. unless notified to the contrary, these notes are assumed accurate.

Prepared by Michele Pike, Architect

cc: All present
 Enfield Housing Authority
 DHCD, Project Manager - Boston Office
