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# MEETING REPORT

**DATE** 4/4/2008 **Project** FCC Nantucket

**Project Number:** 3004

**Report Number:** 2

**Date of Meeting** 3/28/2008 **Type of Meeting** Construction

**Time** 10:15 am **Weather Conditions** Snow

**Location** YSC's Shop

**Attendees**

David Hart                      David M. Hart Architects  
 Tom Evarts                      YSC, Inc.

Number	Item	Action	Who
032808 01	<b>Purpose</b>	The meeting was held to observe the restoration of the large arched window at the east, to observe the restoration of the louvers at the east, and to observe the milling of the new trim boards.	
032808 02	<b>Meeting</b>	The meeting was held at 10:15 am, March 28, 2008	
032808 03	<b>Location</b>	The meeting was held at YSC's shop located at 240 Littleton County Road Harvard, MA. The windows and louvers had previously been removed for restoration, and field dimensions were taken for replicating the trim boards.	
032808 04	<b>Windows</b>	The drawings called for the large arched window to ""Reglaze entire window". The condition of the sash upon removal to the shop revealed a bit of concealed damage at the lower rails of some of the sash, as well as some deterioration of a few muntins.  The contractor, at the direction of the owner is repairing the deteriorated components on a time and material basis, using the specifications, which call for conservation efforts to deteriorated components.	

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<b>Item</b>	<b>Item</b>	<b>Action</b>	<b>Who</b>
032808 05	<b>Replacement trim</b>	The drawings called for replacement of much trim with new mahogany wooden members. YSC has procured new mahogany wood for this purpose, which as previously reported, is stockpiled at the shop.	
032808 06	<b>Replacement trim</b>	The milling of the new trim is underway.	
032808 07	<b>Photos</b>	See separate graphics report for photos of the work in progress.	