

David M. Hart Enterprises
 104 Federal Street
 Salem, MA 01970
 978 745 2172
 Fax 978 740 0085
 davidatsalem@comcastnet
 www.dmharhitects.com

MEETING REPORT

DATE 11/24/2008

Project Nantucket First Congregational Church

Project Number: 3085

Report Number: 14

Date of Meeting 11/20/2008

Type of Meeting Status Report

Time 11:00 am

Weather Conditions Fair, 40's

Location Nantucket

Attendees

David M. Hart, AIA	David M. Hart Enterprises
Bob Olson	FCC Nantucket
John Tiffany	FCC Nantucket
Christine Thomson	Thomson Studio

Number	Item	Action	Who
102908 010	Purpose	Status report to bring progress on project design up to date, Specifically the plans and specifications, schedule, and approach to the conservation or repainting of the main sanctuary.	
102908 011	Interior trompe l'oeil	The subject of the potential conservation cleaning of the sanctuary was discussed with Christine. She remarked that for repainting the entire surfaces have to be cleaned anyway. This should be done with a relatively mild product such as Murphy's oil soap or some product that has a pH between six and eight. The material could be neutralized with a small amount of white vinegar in the rinse. It was suggested that no TSP or similar harsh alkaline project be used.	
102908 012	Interior trompe l'oeil	It was suggested by Christine at a test panel or to be specified to pin down the exact method and materials to be used if the surfaces were cleaned. At this point the group inspected the interior of the sanctuary specifically to observe the trompe l'oeil painting and possibility of cleaning rather than total repaint.	

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102908 013	Interior trompe l'oeil	It was observed that the Trompe l'oeil in the pulpit area is alligatored at and there are some areas of small losses in the top coat. It was also observed that there our 6-8 are different colors used in the declaration. The church approves of a general cleaning which would result in some areas at specially at the pulpit area being alligatored. It was decided to clean the surfaces of the walls and ceiling only after repairing the areas that exhibit damage in terms of the taped wallboard. An alternate calling for entire repainting of the sanctuary will be incorporated in the bid form.	
102908 014	Interior - narthex	The east and south doors only will swing out. The north door will be repaired only in the swing not reversed.	
102908 015	Interior - Museum	This area will be repainted and the ceiling area will be taped and painted.	
102908 016	Interior - Tower stairways	Alternates to repaint both stairways will be incorporated in the bid form. Efficient and attractive lighting fixtures will be specified for both stairways.	
102908 017	Schedule	The pre-bid meeting will be December 4 at 1130, with the snow date of December 5. It will be specified that the work must be complete by May 8, 2009 assuming a start date of January 9, 2009. The Christmas pageant is December 14 and the materials will be cleaned out by the end of that week. Bids will be due on December 30 at the architects office. The bids will be sent to Nantucket by December 31, and a schedule of bids along with the bits themselves will be transmitted.	

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102908 018	Alarm	Greenwood alarm will provide the system for the fire alarm in the sanctuary and the work will be coordinated by the contractor.	
102908 019	Contingency and project budget	A contingency of 10% should be provided for unanticipated discoveries during construction. The total project cost is pegged at 360 - 380 K.	
102908 020	Exterior	The exterior was examined. It was decided to call for an alternate on replacing the Clapboards at the north façade. The west façade shingles appear to be stable. The window at the West however will need work as it was reportedly in poor condition. An inspection of the West attic window from the interior of the attic did not reveal a substantial amount of repair was needed however.	
102908 021	Adjournment	The meeting was adjourned at 2 PM.	