

Lunenburg School Building Committee Meeting



Date:	2/10/2016 (Amended on 3/23/1
Location:	Lunenburg Town Hall
Time:	6:30 PM
Next Meeting:	3/23/2016 6:30:00 PM Thomas C. Passios

	Name		Affiliation
✓	Loxi Jo Calmes	Lunenburg Superintendent of Schools, LSBC	(LSBC)
✓	Michael Mackin	Lunenburg School Committee, Chair	(LSBC)
✓	Colleen Shapiro	Lunenburg School Committee, LSBC Member	(LSBC)
✓	Tom Alonzo	BOS Representative, LSBC Member	(LSBC)
✓	Greg Bittner	Planning Board, LSBC Member	(LSBC)
✓	Mark Erickson	Finance Committee, LSBC Vice Chair	(LSBC)
x	Mike Barney	Citizen, LSBC Member	(LSBC)
x	Brian Frank	Citizen, LSBC Member	(LSBC)
✓	Greg S. Roy	Citizen, LSBC Member	(LSBC)
✓	Kerry Lafleur	Town Manager, LSBC (non-voting member)	(LSBC)
x	John Londa	Director of Facilities, LSBC (non-voting member)	(LSBC)
✓	Brian Spadafino	LHS Principal, LSBC (non-voting member)	(LSBC)
✓	Tim Santry	Lunenburg Public Schools	(LSBC)
x	Pete McCauliff	Lunenburg Public Schools	(LPS)
x	Charles Hay	Principal-in-Charge, Tappé Architects	(Tappé)
✓	Jen Littlefield	Tappe Architects	(Tappé)
✓	Stuart Lesser	Joslin, Lesser / NV5	(JLA-NV5)
x	Jeffery Luxenberg	Joslin, Lesser / NV5	(JLA-NV5)
✓	Inga Knox	Joslin, Lesser / NV5	(JLA-NV5)
x	Robert Alger	Joslin, Lesser / NV5	(JLA-NV5)
x	Michael Kearns	Shawmut Design & Construction	(SDC)
✓	Jonathan Hirst	Shawmut Design & Construction	(SDC)
x	Philip Conroy	Shawmut Design & Construction	(SDC)
✓	David Rodgers	Citizen	(CIT)
✓	Carl Luck	Citizen	(CIT)
✓	Jamie Toale	Citizen	(CIT)
✓	Paula Bertram	Citizen	(CIT)

Discussion

1 Call to Order

The meeting was called to order at 6:35 PM by Mr. Mackin, Chairperson of the Lunenburg School Building Committee.

2 Business

- Next meeting will be held on March 23, 2016 at 6:30pm at Thomas C. Passios

Discussion

3 Chair's Report

Mr. Mackin, Chairman of the Lunenburg School Building Committee provided a brief project status overview. The project is approximately 73% complete. It is on time and on budget.

4 David Larson's Overview of Turf and Sod Field Construction

David Larson from Warner Larson Landscape Architects (landscape design consultant for Tappe Architects) presented an overview and a cost to benefit analysis of Turf vs Sod field cost & construction. The attachments Mr. Larson provided during presentation as well as additional information provided upon request is attached.

Community members provided additional comments and facts related to the construction, cost and maintenance of sod and turf fields.

There is a general concern about un necessary expenditure for the Turf field which will cause less maintenance in the short term, however capital will need to be allocated for the turf field replacement within 15-20 years. A contrary concern was also voiced about high volume use of the fields as sports programs in Lunenburg are growing. A sod field can not be used during and right after rain or snow, thus limiting the amount of games and practices that cab scheduled for the fields. There is an ongoing maintenance that is required for the sod fields which has to be budgeted for by the school district.

No action was taken on this item. All information was provided for consideration and review. All public comments were concerned by the Committee and school district in order to prepare a recommendation and vote on this item during future meetings.

5 Approval of School Building Committee Minutes

The Lunenburg School Building Committee reviewed minutes from the following meetings:

- January 13, 2016 LSBC Meeting

Motion: The Lunenburg School Building Committee voted to approve the meeting minutes from January 13, 2016. The motion was unanimously approved.

Discussion

6 Monthly Invoices

Joslin Lesser (JLA-NV5) presented monthly progress invoices for work completed through January, 2016 for Joslin Lesser - NV5 (OPM), Tappe Architects (Designer), Shawmut Design & Construction (Payment Requisition No.18).

Motion: The Lunenburg School Building Committee voted to approve the January, 2016 invoices as presented by Joslin, Lesser (JLA-NV5). The motion was unanimously approved.

7 Monthly Approvals & Commitments

**** Change Order No.8 & List of Potential Changes:**

Joslin Lesser (JLA-NV5), Shawmut Design & Construction (SDC) and Tappe Architects (TA) presented Change Order No.8. This change order package included the following items:

1. **CR031 (RFP-005)** Added Touch Screen for Athletic Archived (Electrical and Millwork scope only which was voted on and approved for construction during January 2016 meeting. (Add \$5,385.00)
2. **CR072 (RFP-021)** Revise door hardware, doors B127A and B127B (Add \$8,812.00). Result of field coordination.
3. **CR073 (ASI-031)** Integration of walk in fridge and freezers in to the BAS systems. A result of additional requirements for school's insurance policies and field coordination. (Add \$2,802.00)

All items presented were previously listed in a Potential Change Order Log which is distributed during Committee meeting. Additionally a draft of this package was issued via email to all Committee Members for review and comment.

It has been inquired, if individual items listed in this change order package can be reviewed and/or presented individually.

The Construction and Design Team clarified that each item could be its own change order, however, it is a standard industry practice to combine as many Change Requests (items as listed above) in one package as possible. This helps to streamline review process. Should there be an item in the package that the Building Committee does not approve it can be removed from the package.

A draft package is distributed about one week ahead of the meeting. Any items that require further clarification or review can be removed from the final package until clarification is obtained.

Mr. Bittner voted against added millwork for athletic archives thus did not support CR31 in this change order no.8.

Discussion

* **Motion:** The Lunenburg School Building Committee voted to approve Change Order No.8 as presented. The motion was unanimously approved.

* **Mr. Bittner requested to amend the Change Order No.8 Motion notation. A correction is as such: Change Order No.8 was presented for approval. A motion was approved with one objection to the motion by Mr. Bittner. Mr. Bittner did not support this change order as it included electrical and millwork scope of work for the Athletic Archive area.**

** **It was mutually agreed upon by the Committee to revise the 02/10/2016 minutes to include this correction, and these minutes will be put forth for approved at the next meeting.**

Amendment 10:

Joslin Lesser (JLA-NV5) presented Amendment No.10 for additional service for Tappe Architects to provide design for the additional cooling system as described in the Contingency Adds. This work was previously approved and voted on by the Committee as a not to exceed amount. Final cost for the work is \$6,600. Previously approved amount was not to exceed \$10,000.

Motion: The Lunenburg School Building Committee voted to approve Amendment 10 to Tappe Architectured for additional services as presented by Joslin, Lesser (JLA-NV5). The motion was unanimously approved.

8 Contingency Scope Adds

Further conversation and review of Contingency Scope Adds took place during this meeting. The goal of review was to further share all information with the Community and present benefits as well as disadvantages for these items. The Committee was asked to vote on the relocation of existing Murals as this work was time sensitive. Some additional items were discussed but no vote was required. As the project moves forward and final information on the items is available, votes will be required on whether to proceed or forgo scopes adds listed below.

Outdoor Study Area (Classroom): No new discussions took place at this meeting. The possibility of donation is still under review. A donation for Construction Services by RA Powell was approved. All work except electrical (previously voted on and approved for construction for not to exceed amount) will be provided by contractor RA Powell. RA Powell will have an opportunity to choose wording for the time capsule cover located at the outdoor classroom area.

Discussion

Relocation of Existing Murals & a Digital Mural Reproduction: This work was reviewed. Except one mural, all existing murals in the high school building which will be demolished, can not be relocated. The murals have a historical and sentimental value to the alumni and community. This proposal is to digitally reproduce murals to a wallcovering for application in the new building. One mural is proposed to be relocated because it is safe to do so.

Due to the time sensitive aspect of this work the Committee was asked to vote on this item. Community concerns were voiced as this seen as a "nice to have" item and not a necessity. A discussion took place. Some community members would like to see the mural reproduced as these are historic and sentimental images that will be demolished with the high school.

It was proposed to vote on relocating the Whelan Park Mural as well as making digital images of all other Murals as discussed. However to not reproduce the images on wall covering. The school will keep the image files and will research alternate options to display them.

Motion: The Lunenburg School Building Committee voted to approve relocation of one mural and digital imaging of all others without reproduction on wall covering as proposed. The motion was unanimously approved.

Maintenance Garage: No new information was presented at this meeting. Shawmut Construction is working on final pricing for this work.

The request from Mr. Luck to provide record information on Value Engineering process of this item is being processed. This information will be provided prior to March meeting.

Touch Screen Monitor for Athletic Archives: No new information was provided. Electrical and millwork work are in progress. The school will be looking to alternated options for the display of archives and alternate financing means should these means be available in the future.

Site Digital Sign: No new information was provided at this meeting. This item will be discussed at the March 2016 meeting.

Added Cooling to the Building: No new information was provided at this meeting. Tappe is working on system design. This item will be discussed in more detail at the March 2016 meeting.

If approved, the system will provide additional cooling not air conditioning. Mr. Luck's request for record Value Engineering documents is being processed. All information will be provided prior to March 2016 meeting.

Change sod to artificial turf at the new athletic field: See item section No.4 in this document for discussion about this item.

Discussion

9 Construction Activity Update

A construction update image slideshow was presented at the meeting.

Note: Weekly Construction Meetings are on Wednesdays at 10:00am in the Shawmut trailer. Everyone is welcome to attend and walk the site. Rob Alger is available to set up time for site visit.

10 Public Comment

Community concerns were voiced about spending of contingency funds for what is seen as "nice to have" items. Additionally, concerns were voiced for discretionary contingency items that are costly such as turf field. It was proposed for town residents to have the opportunity to vote on these items. School Building Committee members were urged to concenter community financial challenges and not to exceed the previously voted on local share in order to not increase local tax payments.

11 Adjournment

The meeting was adjourned at approximately 9:45 pm.

These meeting minutes were prepared by Joslin, Lesser (JLA-NV5). Please notify Joslin, Lesser (JLA-NV5) within 48 hours of receipt of this document regarding any required corrections or clarifications.