

Lunenburg School Building Committee

Date:	07/09/14
Location:	Thomas C. Passios Building, Room 13
Time:	7:00 PM
Next Meeting:	8/13/14 6:30 PM



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)
x Tom Alonzo	BOS Representative, LSBC Member (LSBC)
✓ Nathan Lockwood	Planning Board, LSBC Member (LSBC)
✓ Mark Erickson	Finance Committee, LSBC Vice Chair (LSBC)
✓ Mike Barney	Citizen, LSBC Member (LSBC)
✓ Brian Frank	Citizen, LSBC Member (LSBC)
✓ Greg S. Roy	Citizen, LSBC Member (LSBC)
✓ Kerry Speidel	Town Manager, LSBC (non-voting member) (LSBC)
x John Londa	Director of Facilities, LSBC (non-voting member) (LSBC)
x Brian Spadafino	LHS Principal, LSBC (non-voting member) (LSBC)
✓ Charles Hay	Principal-in-Charge, Tappé Associates (Tappé)
x Damian Liddiard	Project Architect, Tappé Associates (Tappé)
✓ Greg Cohan	Joslin, Lesser + Associates (JLA)
x Jeffery Luxenberg	Joslin, Lesser + Associates (JLA)
x Michael Kearns	Shawmut Design & Construction (SDC)
✓ Jonathan Hirst	Shawmut Design & Construction (SDC)
x Steve Hamm	Shawmut Design & Construction (SDC)

Discussion

1 Call to Order

The meeting was called to order at 6:36 PM by Mr. Micheal Mackin, Chairperson of the Lunenburg School Building Committee.

2 Approval of School Building Committee Minutes

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

- June 11, 2014 LSBC Meeting
- June 26, 2014 LSBC Meeting

Motion: The Lunenburg School Building Committee voted to approve the meeting minutes from June 11th & June 26th Meeting.

Note: Meeting minutes from the previously held Abutters Meeting on 06-25-14 will be listed as Meeting Notes and not Meeting Minutes.

3 Monthly Approvals

Joslin Lesser + Associates (JLA) presented monthly progress invoices for work completed for through June , 2014 for Joslin, Lesser + Associates (OPM), Tappe Associates (Designer) and Shawmut Design & Construction (Preconstruction Services). Until the MSBA Project Funding agreement is signed, all invoices will be reviewed for content, work scope and hours but not issued for payment.

Motion: The Lunenburg School Building Committee voted to approve the May 2014 invoices as presented by Joslin, Lesser + Associates. The motion was unanimously approved.

4 Lunenburg School Building Committee Reorganization

Discussion

Lunenburg School Building Committee (LSBC) members held a brief discussion of roles and positions of the LSBC seeking confirmation of the positions of the Committee. The following positions were voted on: Michael Mackin as Chairperson; Mark Erickson as Vice-Chairperson; Tim Sentry as Advisor. Letter from the District will be issued to the MSBA confirming these positions. Motion: The Lunenburg School Building Committee voted to approve the May 2014 invoices as presented by Joslin, Lesser + Associates.

5 Project Design Status Update

Tappe briefed the LSBC on the current progress of Interior design for the new school. Several slides were shown to the LSBC with color palettes. Mixed reactions to several selected colors with Tappe explaining final colors have not been selected, palettes shown were for discussions and further examples would be generated. Tappe recommended a Working Group be developed to review building palette choices and selections. Follow-up meetings to be scheduled.

6 Project Funding Status

LSBC were informed the Project funding letter from the MSBA had not yet been received. Inquiries have been made by the District and OPM but no submission schedule from the MSBA had yet to be received.

7 Early Release Construction Package No.1

JLA and Shawmut Design & Construction briefed the LSBC on the results from the bids of the Early Site Package. Best and final estimates were received with JLA working with Shawmut to develop an iGMP No. 1 for this referenced work. Separate meeting will be required to approve iGMP No. 1 for the Early Site Package.

8 90% Construction Document Schedule

JLA, Tappe and Shawmut briefed the LSBC on the status of completion of the 90% Construction Documents for review and estimate. The process is still on schedule to meet on August 7th to reconcile estimates from Tappe's estimator, PM & C and Shawmut's Design & Construction

6 Community Outreach Efforts

JLA and LSBC discussed scheduling another Abutter's meeting for late August or wait till school in the Thomas Passios School's Cafeteria. Methods to inform Community members of the next meeting were briefly discussed. JLA explained they have a list of attendees from last meeting with email addresses but were concerned on how to notify Abutters that do not receive email. LSBC requested other methods of advertising the meeting be explored. (i.e.. Lunenburg Tab, Project website, postcards)

7 Other Business

School Building Committee briefly discussed scheduling a Ground Breaking Ceremony after school in session. A committee will be selected to plan the event.

Project Web-Cam for the project will be explored and discussed at the Construction Kick-off meeting yet to be scheduled. Prices and capabilities to be discussed.

8 Public Comment

There was no public comment.

9 Adjournment

The meeting was adjourned at approximately 7:42 pm.

These meeting minutes were prepared by Joslin, Lesser + Associates. Please notify Joslin, Lesser + Associates within 48 hours of receipt of this document regarding any required corrections or clarifications.