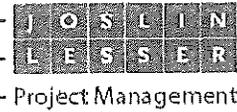


Lunenburg School Building Committee Meeting	
Date:	01/14/15
Location:	Thomas C. Passios Building, Room 13
Time:	6:30 PM
Next Meeting:	2/11/15 6:30 PM



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)
x Nathan Lockwood	Planning Board, LSBC Member (LSBC)
✓ Mark Erickson	Finance Committee, LSBC Vice Chair (LSBC)
✓ Mike Barney	Citizen, LSBC Member (LSBC)
x Brian Frank	Citizen, LSBC Member (LSBC)
✓ Greg S. Roy	Citizen, LSBC Member (LSBC)
✓ Kerry Speidel	Town Manager, LSBC (non-voting member) (LSBC)
✓ 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)
✓ Charles Hay	Principal-in-Charge, Tappé Architects (Tappé)
x Damian Liddiard	Project Architect, Tappé Architects (Tappé)
✓ Greg Cohan	Joslin, Lesser + Associates (JLA)
x Jeffery Luxenberg	Joslin, Lesser + Associates (JLA)
✓ Inga Knox	Joslin, Lesser + Associates (JLA)
x Robert Alger	Joslin, Lesser + Associates (JLA)
x Michael Kearns	Shawmut Design & Construction (SDC)
✓ Jonathan Hirst	Shawmut Design & Construction (SDC)

**Discussion**

**1 Call to Order**

The meeting was called to order at 6:34 PM by Mr. 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:

- December 10, 2014 LSBC Meeting

**Motion:** The Lunenburg School Building Committee voted to approve the meeting minutes from December 10, 2014.

**Discussion**

**3 Monthly Approvals - Invoices**

Joslin Lesser & Associates (JLA) presented monthly progress invoices for work completed through December, 2014 for Joslin, Lesser & Associates (OPM), Tappe Architects (Designer), Shawmut Design & Construction ( Payment Requisition No.5), UTS Testing Services, Miscellaneous Printing Invoices and GAW Aerial Photography.

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

**4 Monthly Approvals - Commitments**

Construction Amendment #3 for Final GMP was presented for record.

**Motion:** The Lunenburg School Building Committee voted to approve the December 2014 Commitments as presented by Joslin, Lesser & Associates. The motion was unanimously approved.

**5 Construction Activity Update**

Jonathan Hirst (SDC) presented an overview of a construction progress. JLA presented progress photos which are also available on the School Building Project Website.

Progress Update

- Foundation work is on ongoing. Most of this work will take place during weeks of December 12, 2014 and December 19,2014.
- Concrete sub contractor demobilization is scheduled to begin on December 15, 2015.
- Foundation and retaining wall on the North and South of the building is scheduled for this week.
- Weather permitting, the work related to the underground electrical, transformer vault and generator pad will take place during the week of December 19,2014.
- Underslab coordination will take place during the week of December 20, 2014.
- Site mobilization & preparation for steel delivery is complete. Steel delivery commenced on December 8, 2014.
- Steel erection at Area A has commenced. Second floor decking installation will begin during the week of December 28, 2014.
- Drainage and sewer work is ongoing.

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.

**Discussion**

**6 Unitil License Agreement**

The town is working on the easement for Unitil. Unitil agreed to provide license until easement is received.

**7 Other/New Items**

Topping Off Ceremony - The ceremony event will be added to the agenda for next month.

Site Walk-through - Next School Building Committee meeting will be scheduled for February 11, 2015 at 4:30 pm. The meeting will be held at the project construction trailer and begin with a site walk through.

Meeting Materials - With efforts to save paper a full package will be issued via email to all committee members prior to the meeting, and only the invoice cover page and the meeting notice / agenda will be printed as hard copies for the meeting date with any documents that require detailed review during the meeting.

**7 Public Comment**

No Public Comment.

**8 Adjournment**

The meeting was adjourned at approximately 7:45 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.*