

Lunenburg School Building Committee Meeting		
Date:	02/11/15	
Location:	Shawmut Construction Trailer	
Time:	4:30 PM	
Next Meeting:	3/11/2015 6:30:00 PM Thomas Saint Passios	

Project Management

	Name	Affiliation	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)
x	Brian Frank	Citizen, LSBC Member	(LSBC)
✓	Greg S. Roy	Citizen, LSBC Member	(LSBC)
x	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)
x	Charles Hay	Principal-in-Charge, Tappé Architects	(Tappé)
✓	Jen Littlefield	Tappe 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)
✓	Robert Alger	Joslin, Lesser + Associates	(JLA)
x	Michael Kearns	Shawmut Design & Construction	(SDC)
✓	Jonathan Hirst	Shawmut Design & Construction	(SDC)
✓	Philip Conroy	Shawmut Design & Construction	(SDC)

Discussion

1 Call to Order

The meeting was called to order at 4:35 PM by Mr. Mackin, Chairperson of the Lunenburg School Building Committee.

2 Project Site Walk Through

Rob Alger took all attending Committee members on a site walk thru all accessible areas. It has been decided to repeat such exercise on a quarterly basis with LSBC and other town officials if desired.

Discussion

2 Approval of School Building Committee Minutes

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

- January 14, 2015 LSBC Meeting

Motion: The Lunenburg School Building Committee voted to approve the meeting minutes from January 14, 2015.

3 Monthly Approvals - Invoices

Joslin Lesser & Associates (JLA) presented monthly progress invoices for work completed through January, 2015 for Joslin, Lesser & Associates (OPM), Tappe Architects (Designer), Shawmut Design & Construction (Payment Requisition No.7), UTS Testing Services.

Motion: The Lunenburg School Building Committee voted to approve the January 2015 invoices as presented by Joslin, Lesser & Associates. The motion was unanimously approved.

4 Monthly Approvals - Commitments

No commitments this period.

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.

General:

- Procurement / submittal process is ongoing.
- Snow removal is ongoing.
- Underground plumbing and electrical work is ongoing.
- Steel erection, bolting and details work at Area A is complete.
- Area A sign off for access is executed.
- The following work is underway in Areas B & C:
 - Steel erection.
 - Bolting and detail work.
 - Second floor / roof decking work.
 - Moment welds and inspections.
- Steel erection at Area D is will commence beginning of March, 2015.

Discussion

Building A

Work scheduled for the month of February, 2015

(all work is weather permitting):

- Temporary Lighting installation is in underway.
- Building Tent enclosure and temporary heat installations are underway.
- Commence installation of MEP sleeves at slab on deck.
- Commence MEP under-slab installation work.
- Prep, pour and cure 2nd floor slab on deck.
- Commence roof blocking & exterior framing installation.
- Installation of roof drains and MEP penetrations.

Mock Up

Work scheduled for the month of February, 2015

(all work is weather permitting):

- Metal Framing, blocking & sheathing work.
- Installation air vapor barrier (AVB).
- Installation of brick.

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.

6 Change Order Review & Approval Process

Change Order process was reviewed by the Committee. It was decided to follow up on the process after first change order is issued.

7 School Storage Garage

Currently the school uses a storage garage which will be demolished during construction. The school may need at least a two bay storage garage built. This topic will be reviewed at a later date once it is determined if funds may be available for such a construction.

8 Topping Off Ceremony

Topping Off Ceremony will take place late spring. It will take about 8 weeks to complete organization of the event. It has been suggested to have two painted beams (painted with Intumescent paint) available on school premises where students can access sign them. Additionally it may be possible to set up an online signature option for those who will not be able but willing to sign the beam.

The committee will review and finalize details during following meetings.

Discussion

9 JLA/NV5

The Committee was made aware about JLA's corporate structure changes. NV5, a national design, construction & management corporation had acquired JLA's ownership stocks. JLA will remain under current internal management and company name, therefore there is no impact on the project's flow and processes.

7 Public Comment

No Public Comment.

8 Adjournment

The meeting was adjourned at approximately 6:30 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.