

| Lunenburg School Building Committee Meeting | | JOSLIN LESSER |
|---|--|--------------------|
| Date: | 04/08/15 | Project Management |
| Location: | Shawmut Construction Trailer | |
| Time: | 6:30 PM | |
| Next Meeting: | 05/13/2015 4:30:00 PM Project Site Trailer | |

| 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) |
| ✓ | 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) |
| x | 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 | Jen Littlefield | Tappe Architects (Tappé) |
| ✓ | 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) |
| x | Philip Conroy | Shawmut Design & Construction (SDC) |

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.

Discussion

2 Approval of School Building Committee Minutes

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

- March 11, 2015 LSBC Meeting

Motion: The Lunenburg School Building Committee voted to approve the meeting minutes from March 11, 2015 with revisions made and presented at the meeting.

3 Monthly Approvals - Commitments & Approvals

Joslin Lesser & Associates (JLA) presented commitments & approvals for the following items: Additional Services - Amendment 9 (Tappe Architects), Payment Adjustment Request to Requisition #6 (Shawmut Design & Construction), Knox Box Purchase Order.

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

4 Monthly Approvals - Invoices

Joslin Lesser & Associates (JLA) presented monthly progress invoices for work completed through March, 2015 for Joslin, Lesser & Associates (OPM), Tappe Architects (Designer), Shawmut Design & Construction (Payment Requisition No.8), UTS Testing Services (March, 2015).

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

Discussion

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 is ongoing.
- Steel erection is complete.
- Exterior framing installation commenced during March, 2015.
- Slab on grade, Slab on deck & compaction work is underway.
- Underground Mechanical, Electrical & Plumbing work is complete in Buildings "A" & "B".
- Building Permit was received.
- Temp. electrical & lighting install is underway.
- Installation & trenching for underground storm & sanitary systems is underway in Buildings "A" & "B".
- Roof edge blocking installation is underway.
- Deck installation & detailing work is underway in Buildings "C" & "D".
- Installation of underground conduits is complete in Building "A".

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 Finish Board Presentation

Tappe presented proposed interior finish selections. The Committee was in favor of the presented finishes. Concerns were voiced in regards to the classroom wing accent color selections (blue & green schemes). Following group review and deliberations, the Committee agreed that Tappe will make minor modifications to the colors of concern. The scheme was otherwise approved as presented. The final scheme summary will be presented at the School Building Committee Meeting next month.

Motion: The Lunenburg School Building Committee voted to approve proposed finishes as presented by Tappe with understanding that minor adjustments will be made to the accent colors of concern in the classroom wings.

Discussion

7 Outdoor Classroom

Outdoor Classroom design package was presented to the Committee. It was noted that the Outdoor Classroom design is on budget. There were a number of items proposed as add/alternates.

Motion: The Lunenburg School Building Committee voted to approve the Outdoor Classroom design as presented with the following items to be added to scope:

- A. Anti Graffiti Coating on Boulders.
- B. Outdoor Wireless Access Point.
- C. Red Oak Tree
- D. Added GFI Power Outlet

8 Topping Off Ceremony

Topping Off Ceremony was tentatively scheduled for April 30 at 9:45 AM. Two (2) Elevator beams will be painted and placed at a designated area on campus for students to sign. Ceremony organization is going well and on target.

9 Site Walk Through

A project site walk through will take place during next School Building Committee meeting on May 13, 2015 at 4:30pm.

9 Time Capsule

A team of students presented proposed details in regards to Time Capsule design, location as well as the advantages of having it in place.

Motion: The Lunenburg School Building Committee voted to approve that the need for a Time Capsule at the school.

7 Public Comment

No Public Comment.

8 Adjournment

The meeting was adjourned at approximately 8:15 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.