

**Lunenburg School Building Committee Meeting**



Date:	05/13/15	Project Management
Location:	Shawmut Construction Trailer	
Time:	4:30 PM	
Next Meeting:	06/10/2015 7:00:00 PM Thomas C. Passios Room 13	

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)
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)
x	Greg S. Roy	Citizen, LSBC Member (LSBC)
x	Kerry Speidel	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)
✓	Charles Hay	Principal-in-Charge, Tappé Architects (Tappé)
x	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 Site Walkthrough**

JLA & Shawmut guided the Committee through the building project site with detailed construction progress and update.

**Discussion**

**3 Approval of School Building Committee Minutes**

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

- April 8, 2015 LSBC Meeting

**Motion:** The Lunenburg School Building Committee voted to approve the meeting minutes from April 8, 2015 with revisions made and presented at the meeting.

**4 Monthly Invoices**

Joslin Lesser & Associates (JLA) presented monthly progress invoices for work completed through April, 2015 for Joslin, Lesser & Associates (OPM), Tappe Architects (Designer), Shawmut Design & Construction (Payment Requisition No.9), UTS Testing Services (April 2015) & Gaw Photography invoice #3.

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

**5 Monthly Approvals - Change Order #1**

Joslin Lesser & Associates (JLA) presented Change Order No.1 for the amount of \$51,378 to the Committee. The Change Order was previously issued for review two weeks prior to the meeting. This Change Order Package consists of six change requests which were vetted through by JLA, Tappe and Shawmut prior to presenting to the Committee.

Despite a concern in regards to the presence of a change order in this project, Tappe, JLA & Shawmut clarified that change orders are a standard process for a project this size due to required coordination of details in field. Funds for change orders are allocated thru construction contingency which is pre-determined during Guaranteed Maximum Price (GMP) review.

**Motion:** The Lunenburg School Building Committee voted to approve the Change Order No.1 as presented by Joslin, Lesser & Associates. The motion was unanimously approved.

Discussion

**6 Construction Activity Update**

- Procurement is ongoing.
- Roof Penetration and support steel is underway.
- Auditorium tiered deck and detailing work is underway.
- Exterior framing, blocking & sheating is underway.
- Asphalt shingle roof and edge metal installation is underway in Buildings "A" & "D".
- Slab on grade, Slab on deck & compaction work is underway in Buildings "C" & "D".
- Underground Mechanical, Electrical & Plumbing work is underway in Building "C" & "D".
- MEP hanger installation is underway in buildings "B", "C", & "D".
- Flat roof installations are underway.
- Roof drain and rain leader installations are underway.
- AVB installation is expected to commenced on 5/18/2015 in building "A".
- Spray on fireproofing installations are underway.
- Interior Framing work is expected to commence on 5/18/2015 in building "A".
- Duct work installation is scheduled to commence on 5/11 in building "A".
- Stair 1 installation is underway.
- Elevator shafts 1 and 2 installations commenced and underway.

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 Re-Use of TCP building and Brooks House**

The Committee reviewed a proposed lot line and property line concepts as they relate to the TCP building property allocation. The re-use committee will be looking for a proposed property line plan to approve as the TCP building will be marked for possible reuse.

Tappe will issue a concept sketch with allocation of property lines around TCP and proposed parking lot location for the re-use committee to review.

**9 Finalized Finishes Review**

Tappe presented finalized finish boards as a summary of slight adjustments made following finish scheme review during previous meeting. This item was presented for record.

**7 Public Comment**

No Public Comment.

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