Lunenburg School Building Committee Meeting

JOSLIN LESSER Project Management

Date:	07/21/15
Location:	Shawmut Construction Trailer
Time:	6:00 PM
Next Meeting:	08/13/2015 4:30:00 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)
✓	Greg Bittner	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)
×	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)
×	Jen Littlefield	Tappe Architects	(Tappé)
×	Damian Liddiard	Project Architect, Tappé Architects	(Tappé)
✓	Stuart Lesser	Joslin, Lesser + Associates	(JLA)
×	Jeffery Luxenberg	Joslin, Lesser + Associates	(JLA)
✓	Inga Knox	Joslin, Lesser + Associates	(JLA)
×	Robert Alger	Joslin, Lesser + Associates	(JLA)
×	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 6:04 PM by Mr. Mackin, Chairperson of the Lunenburg School Building Committee.

2 Business

- Next meeting will be held on August 13, 2015 at 4:30pm

Discussion

3 Approval of School Building Committee Minutes

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

- June 10, 2015 LSBC Meeting

Motion: The Lunenburg School Building Committee voted to approve the meeting minutes from June 10, 2015. The motion was unanimously approved.

4 Monthly Invoices and Commitments

Joslin Lesser & Associates (JLA) presented monthly progress invoices for work completed through June, 2015 for Joslin, Lesser & Associates (OPM), Tappe Architects (Designer), Shawmut Design & Construction (Payment Requisition No.11), UTS Testing Services (May/June 2015), Air graphics (printing).

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

5 Construction Activity Update

Jonathan Hirst (Shawmut) presented a construction update to the committee.

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 Monthly Approvals (Change Order 2)

Joslin Lesser & Associates (JLA) presented Change Order #2. Jonathan Hirst from Shawmut Construction presented details of all items in this change order.

Motion: The Lunenburg School Building Committee voted to approve Change Order 2 as presented by Joslin Lesser & Associates. The motion was unanimously approved.

7 Construction Update

Jonathan Hirst from Shawmut Construction went over construction progress update. Project site walk though took place on July 15, 2015. JLA noted that if anyone would like to walk through the site, they should contact Rob Alger from JLA who can schedule a site visit.

8 Public Comment

No Public Comment.

Discussion

9	**Adjournment**

The meeting was adjourned at approximately 7:00 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.

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