

Lunenburg School Building Committee Meeting

Date:	11/12/14	
Location:	Thomas C. Passios Building, Room 13	
Time:	6:30 PM	
Next Meeting:	12/10/14 6:30 PM	

Project Management

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)
x Milke Barney	Citizen, LSBC Member (LSBC)
✓ Brian Frank	Citizen, LSBC Member (LSBC)
x 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)
x Brian Spadafino	LHS Principal, LSBC (non-voting member) (LSBC)
✓ Tim Santry	Lunenburg Public Schools (LSBC)
x Charles Hay	Principal-in-Charge, Tappé 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)
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 6:35 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:

- October 08, 2014 LSBC Meeting

Motion: The Lunenburg School Building Committee voted to approve the meeting minutes from October 08, 2014.

Discussion

3 Monthly Approvals - Invoices

Joslin Lesser & Associates (JLA) presented monthly progress invoices for work completed through October, 2014 for Joslin, Lesser & Associates (OPM), Tappe Architects (Designer), Shawmut Design & Construction (Preconstruction Services & Payment Requisition No.3), UTS Testing Services, Misc. Printing Services.

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

4 Monthly Approvals - Commitments

There were no monthly commitments presented for this time period.

Note: Final GMP tabulation work is in progress.

5 Main Bid Package Update & Final GMP Approval Schedule

Bid Opening took place on October 28, 2014 as scheduled. Overall the bid opening was positive. Trade bids are on or under budget, non trade bids are in process of review by the construction and design teams.

Main GMP is expected to be ready for review on December 3, 2014 & presented to the Committee during December 10, 2014 meeting.

Following final GMP number, it may be possible to add some design items that were previously value engineered in to the project. These items include, wood paneling in selected areas for enhanced sound performance & photovoltaic panels for energy saving. Tappe will create a comprehensive list of these items to be ready for review.

Discussion

6 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

- Submittal process is ongoing.
- Continue Excavation for Building footings/foundations.
- Continue with installation of building concrete footings.
- Continue with installation of foundation forms for foundation walls.
- Maintain in place measures for dust control.
- Sanitary Sewer and Drainage Structure work is 90% complete.
- Gravel base and pavement of parking lot areas is expected to be completed by end of October 2014.
- Install irrigation system on Sports Fields.
- Top Soil application continuous. Install sod on Sports field is planned for next week (weather permitting).
- Use of Vibratory equipment will continue.

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.

7 Formation of Work Authorization Committee

A Work Authorization Sub-committee was formed in order to expedite a review and approval of additional unforeseen conditions that require immediate repair and/or installation. The appointed sub-committee members are: Michael Mackin, Brian Frank & Colleen Shapiro.

Motion: The Lunenburg School Building Committee voted to approve above mentioned members as representatives of the Work Authorization Sub-committee.

8 Community Outreach Efforts

Neighborhood Meeting was held on November 6. The meeting was successful. There no significant complains or concerns from the Abutters.

Next Neighborhood Meeting will be scheduled sometimes in February or March of 2015.

Discussion

9 Parking Lot at Thomas C. Passios Building

The Group reviewed details of the proposal and sketches presented by Tappe in regards to relocating thirty (30) parking spaces else where on school campus with intent to leave parking adjacent to Thomas S. Passios Building as part of its property.

It was determined that the issue can not be solved until more information is available. More research has to be done to determine clear rules for property line between Middle/High School & Thomas S. Passios.

Motion: The Lunenburg School Building Committee voted to place this subject on hold until more information is available.

9 Other Business

Aerial Photo Service - JLA asked the Committee for a vote on the approval of Aerial Photography services for (6) Six Flyovers @ \$450.00 each.

Motion: The Lunenburg School Building Committee voted to approve above Aerial Photography service by Gaw Aerial Photography.

Note: JLA will create and share a schedule with anticipated flyover time periods which will be coordinated with major construction milestones.

10 Public Comment

No Public Comment

11 Adjournment

The meeting was adjourned at approximately 7:46 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.