

Lunenburg Middle/High School Abutter's Meeting

Date:	06/25/14
Location:	Thomas C. Passios Building, Cafeteria
Time:	6:00 PM
Next Meeting:	TBD



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)
✓ Mike Barney	Citizen, LSBC Member (LSBC)
✓ John Londa	Director of Facilities, LSBC (non-voting member) (LSBC)
✓ Greg Cohan	Joslin, Lesser + Associates (JLA)
✓ Michael Kearns	Shawmut Design & Construction (SDC)
✓ Jonathan Hirst	Shawmut Design & Construction (SDC)
✓ Steve Ham	Shawmut Design & Construction (SDC)

Discussion

1 Call to Order

The meeting was called to order at 6:00 PM by Mr. Mackin, Chairperson for the Lunenburg School Building Committee.

2 Project Schedule Overview

Greg Cohan from JLA gave a brief Project schedule overview to the members of the public in attendance. Each stage of the Design process was explained with emphasis given to the most recent stages of Design; 100% Design Development (DD) and 60% Construction Documents (CD). Major milestones were outlined/discussed from the Early Site Enabling Package thru Project Completion. Greg Cohan explained several scope items are still under design; furniture, technology and final landscaping details. Expect these items to be completed by end of September, 2014.

3 Site Access / Safety

Shawmut Project Team described the plans under way for Site Access, Logistics and Construction. Shawmut used a Site Logistics drawing enclosed in the agenda and on the front wall to show the residents the various staging areas, contractor parking, truck entrance and possible locations of storage material. Shawmut emphasized each worker on site will be CORI checked by the District before they will be allowed on site. Once approved, a worker will receive a Project sticker to be placed on their hard hat showing permission to be onsite. No workers are allowed to be in contact with the students or in the existing buildings. Truck traffic will be kept to the minimum; No idling, specific loading hours and if issues develop will work with the local authorities to resolve.

4 Emergency Contact

Greg Cohan, OPM informed the attendees a Site Representative will be onsite through out the project, from street to completion. Anytime work is ongoing, the Site Representative will be in attendance. All questions, concerns or comments should be directed to this individual. Point of contact information of the Site Representative will be distributed and posted for all Abutters in the short term but most likely when Project Trailers are installed

8 Public Comment

Question and answers period was held. Many of the questions involved Site Traffic; Site conditions; Drainage; recent Planning Board meeting questions; Landscaping questions/concerns. Abutters felt their questions/comments were satisfactorily answered with further follow-up warranted if needed.

9 Follow-Up

Discussion

OPM pledged to establish a means of communications not only for those who own a computer but those Abutters who do not for future meetings or updates. Provide email address, cell phone number and Site Trailer phone number of Site Representative when available. Next meeting will have Landscape Architect in attendance to review Site Plan and scope of work.

10 Adjournment

The meeting was adjourned at approximately 7:10 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.