

Lunenburg School Building Committee Meeting

Date:	10/08/14	 Project Management
Location:	Thomas C. Passios Building, Room 13	
Time:	6:30 PM	
Next Meeting:	11/12/14 6:30 PM	

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)
✓ 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)
✓ Damian Liddiard	Project Architect, Tappé Architects (Tappé)
✓ Greg Cohan	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)

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:

- September 10, 2014 LSBC Meeting

Motion: The Lunenburg School Building Committee voted to approve the meeting minutes from September 10, 2014.

Discussion

3 Monthly Approvals - Invoices

Joslin Lesser & Associates (JLA) presented monthly progress invoices for work completed through September, 2014 for Joslin, Lesser + Associates (OPM), Tappe Architects (Designer), Shawmut Design & Construction (Preconstruction Services & Payment Requisition No.2), UTS Testing Services, DM Berg Structural Peer Review Services, Misc. Printing Services.

Joslin Lesser & Associates (JLA) also presented previously submitted outstanding miscellaneous printing & advertising invoices.

Motion: The Lunenburg School Building Committee voted to approve the September 2014 invoices as well as previously submitted outstanding 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 Status of Main Bid Package & Pre-Qualifications

A list of pre-qualified bidders has been finalized and published to Joslin Lesser & Associates (JLA) website. Bid Documents have been issued on September 24, 2014 as scheduled.

Three (3) Addendums are scheduled to be issued prior to the Bid due date. The Addendums are intended to answer bidder clarification questions. Bidder questions are to be sent to Joslin Lesser & Associates (JLA). Upon receipt JLA to sort and forward the questions to Tappe (TA) for appropriate distribution. The answers are to be incorporated in the Addendums.

All Addendums are due to be available to bidders no later than October 24, 2014 at 2:00 PM. Bid Opening is scheduled for Tuesday, October 28, 2014 in Joslin Lesser & Associates' office at 2:00 PM. It may take up to (4) four weeks to review & award the bids.

Discussion

6 Construction Activity Update

Michael Kearns (SDC) presented a construction progress update.
Damian Liddiard (TA) presented image boards with project renderings
Loxi Calmes (LPS) shared progress photographs of the construction site.
Progress Update

- Excavation & Re Grading the project site is in progress.
 - Measures of Dust Control continue to take place on a regular basis.
 - Top soil removal work to off-site storage for later re-use is in progress.
 - Storm and sanitary piping installation is underway.
 - Installation of drainage systems in the south field is underway.
 - Delivery of materials is in progress.
 - Rolling & compaction work which causes vibration will continue through Fall.
 - Rebar work, anchor bolts and foundation work is underway.
 - Gas line relocation work is scheduled to take place during Columbus Day weekend.
- Once existing gas line is taken out of commission, the gas company will provide Shawmut with a formal notification. Shawmut will then proceed with installation of new utilities and pavement work.
- The steel work is currently in progress of detailing and fabrication. Steel delivery is scheduled to commence at the end of December 2014.
 - Waterproofing work will follow the completion of foundation wall installation.

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 Community Outreach Efforts

Next Neighborhood Meetings is scheduled for:

- November 6th at 6:30 PM

There are no significant complains or concerns from the Abutters to date. JLA will post another vibratory work notice as it will continue through out Fall 2014.

Discussion

8 Parking Lot at Thomas C. Passios Building

It was brought to the Group's attentions that the parking lot adjacent to Thomas C. Passios Building may have to be combined with the property of Thomas C. Passios Building. This will prohibit the use of the lot by the LMHS. This may result in the need to locate 30 parking spaces within LMHS premises. In order to have design & budget solution ready, LSBC asked Tappe to provide preliminary drawing markups with direction that can be priced by Shawmut. Tappe will prepare a sketch that can be reviewed at the next LSBC Meetings.

9 Other Business

Aerial Photo Service - JLA noted that David P. Gaw is in agreement to perform 50 fly-overs for \$450.00 per fly over. The Group agreed that Aerial Photography Service is more suitable to this project than a Webcam service. The Group also agreed on the benefits of this service to the efforts of community outreach as well as future documentation. Concerns of unnecessary expenditures for such a services were discussed. A Motion will take place at the next LSBC meeting to finalize this subject.

Ground Breaking Ceremony - JLA shared a draft version of the brochures for the event. All details have been finalized and preparations are underway. The ceremony is scheduled for October 18th at 1:15PM.

10 Public Comment

Chair of Green Building Communities inquired with LSBC if participating energy companies have been engaged in conversations about energy efficiency efforts, rebates and solar system implementation. Green Building Communities noted that they would like to be involved as early as possible with an opportunity to participate in future Green Communities meetings.

Note: Lunenburg Middle High School is designed per CHIPS standards which requires to meet LEED equivalent energy efficiency levels. The Group noted that energy efficiency efforts in design practices & implementation are underway. Additionally Green Community meeting took place a few months back to review rebate opportunities.

Discussion

11 Adjournment

The meeting was adjourned at approximately 7:58 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.