

Lunenburg School Building Committee Meeting



Date:	09/10/15
Location:	Thomas C. Passios, Room 13
Time:	6:30 PM
Next Meeting:	10/14/2015 6:30:00 PM Thomas C. Passios Room 13

Project Management
An NV5 Company

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 - NV5 (JLA-NV5)
× Jeffery Luxenberg	Joslin, Lesser & Associates - NV5 (JLA-NV5)
✓ Inga Knox	Joslin, Lesser & Associates - NV5 (JLA-NV5)
× Robert Alger	Joslin, Lesser & Associates - NV5 (JLA-NV5)
× Michael Kearns	Shawmut Design & Construction (SDC)
✓ Jonathan Hirst	Shawmut Design & Construction (SDC)
× Philip Conroy	Shawmut Design & Construction (SDC)

Discussion

Discussion	
1	Call to Order
The meeting was called to order at 6:40 PM by Mr. Mackin, Chairperson of the Lunenburg School Building Committee.	
2	Business
<ul style="list-style-type: none">• Next meeting will be held on October 14, 2015 at 6:30pm	

Discussion	
3	Approval of School Building Committee Minutes
	<p>The Lunenburg School Building Committee reviewed minutes from the following meetings:</p> <ul style="list-style-type: none"> • August 13, 2015 LSBC Meeting <p>Motion: The Lunenburg School Building Committee voted to approve the meeting minutes from August 13, 2015. The motion was unanimously approved.</p>
5	Monthly Invoices and Commitments
	<p>Joslin Lesser (JLA-NV5) presented monthly progress invoices for work completed through August, 2015 for Joslin Lesser - NV5 (OPM), Tappe Architects (Designer), Shawmut Design & Construction (Payment Requisition No.13), UTS Testing Services (August 2015).</p> <p>LSB Committee asked to review testing budget and understand if the project is on track. JLA-NV5 will review and address at the next month's meeting.</p> <p>Motion: The Lunenburg School Building Committee voted to approve the August, 2015 invoices as presented by Joslin, Lesser (JLA-NV5). The motion was unanimously approved.</p>
6	Monthly Approvals
	<p>Shawmut (SDC), Tappe Architects(TA) and Joslin Lesser (JLA-NV5) presented Change Order #3 Package. Going forward, LSB Committee asked to present a list of pending potential change requests (PCIs). A change order log will be included in the future meeting materials package.</p> <p>Motion: The Lunenburg School Building Committee voted to approve Change Order #3 as presented by Shawmut, Tappe Architects and Joslin Lesser (JLA-NV5). The motion was unanimously approved.</p>

Discussion

8 Additional Trash / Recycling Units

Price for alternate trash/recycling units was presented by Joslin Lesser (JLA-NV5). The Committee agreed that ALT option is acceptable. John Londa noted that it would be beneficial to have "bonnet Lid" in lieu of a standard lid. Shawmut will price this option. This will be included in the next change order package.

Motion: The Lunenburg School Building Committee voted to approve alternate option to be purchased for the outdoor Trash/Recycling units.

Discussion	
3	Construction Activity Update
	<p>Inga Knox (JLA-NV5) & Jonathan Hirst (SDC) presented a construction update to the Committee.</p> <p>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.</p>
9	Public Comment
	No Public Comment.
10	Adjournment
	The meeting was adjourned at approximately 08:05 pm.
<p><i>These meeting minutes were prepared by Joslin, Lesser (JLA-NV5). Please notify Joslin, Lesser (JLA-NV5) within 48 hours of receipt of this document regarding any required corrections or clarifications.</i></p>	