



Meeting #52

D.A. Sullivan & Sons, Inc.
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Project: 19-017 - Westhampton Safety Complex
48 Stage Rd.
Westhampton, Massachusetts 01027

Building Committee Meeting Minutes

MEETING DATE: 06/22/2022 **MEETING TIME:** 6:30 PM - 7:30 PM Eastern Time (US & Canada)

MEETING LOCATION: Westhampton Town Hall

OVERVIEW:

See Town's website for call-in / login information.

NOTES:

Also in attendance:

Scott Johndrow (Selectboard)

ATTACHMENTS:

ATTENDEES:

Attended

- ☒ Mike Diggins (D.A. Sullivan & Sons, Inc.)
- ☒ Chris Luchetti (DiGiorgio Associates, Inc.)
- ☐ David Kelley (Meridian Associates)
- ☒ Chris Brooks (Town of Westhampton)
- ☐ Doug Finn (Town of Westhampton)
- ☒ Stephen Holt (Town of Westhampton)
- ☐ Laurie Sanders (Town of Westhampton)
- ☒ Stephan Wurmbrand (Town of Westhampton)

Attended

- ☒ Mark Sullivan (D.A. Sullivan & Sons, Inc.)
- ☒ Amit Shah (DiGiorgio Associates, Inc.)
- ☒ David Antosz (Town of Westhampton)
- ☒ Phil Dowling (Town of Westhampton)
- ☐ Floyd Fisher (Town of Westhampton)
- ☒ Art Pichette (Town of Westhampton)
- ☒ David White (Town of Westhampton)
- ☒ John Zimmerman (Town of Westhampton)

Meeting Schedule

| No | Title | Responsible | Due Date | Status |
|-----|--------------|-------------|----------|--------|
| 1.1 | Next Meeting | | | Open |

Official Documented Meeting Minutes:

The next meeting is scheduled for Wednesday July 6th @ 6:30 PM at Town Hall.

Previous Meeting Minutes:

06/08/2022: (None)

05/04/2022:

The next meeting is scheduled for Wednesday May 11th at Town Hall.

Meeting Minutes

| No | Title | Responsible | Due Date | Status |
|----|-------|-------------|----------|--------|
|----|-------|-------------|----------|--------|

These meeting minutes are believed to be an accurate reflection of those items discussed and the conclusions that were reached during the referenced meeting.

Please contact D.A. Sullivan & Sons, Inc. if there are any discrepancies or questions with the content of these minutes.



Meeting #52

2.1 Approval of Minutes

Open

Previous Meeting Minutes:

06/08/2022: (None)

05/04/2022:

Meeting Minutes #49 were approved.

Invoices

| No | Title | Responsible | Due Date | Status |
|----|-------|-------------|----------|--------|
|----|-------|-------------|----------|--------|

3.1 Review of Invoices

Open

Previous Meeting Minutes:

06/08/2022:

Pay App #13 from WJM was approved in the amount of \$310,735.

DAS Invoice #CA-6 was approved in the amount of \$6,230.

DiGiorgio's invoice(s) was held until their office responds to the Town's letter voicing several concerns.

05/04/2022:

The April pay app from WJM was approved, pending resolution of comments/adjustments requested by the architect and DAS.

General Business

| No | Title | Responsible | Due Date | Status |
|----|-------|-------------|----------|--------|
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4.1 Finance

Phil Dowling (Town of Westhampton)

Open

Official Documented Meeting Minutes:

Discussed the bldg. mfg's concerns about the spray foam application at the roof - namely that the expanding foam *could* cause issues with the fasteners and lead to a problem. After checking with spray foam applicators and spray foam mfgs. - this issue wasn't thought to be of concern. As Lester will still warranty the metal coatings, etc - a motion was approved to move forward with the spray foam application.

Prior to that work, however, all existing leaks must be addressed. Also, a post-installation inspection will be performed by Mike.

Note: Christopher has not signed-off on the wall application, as the current submittal doesn't specifically address the requirements of NFPA 285 - which is required. Mark to follow-up with WJM re documentation.

Previous Meeting Minutes:

06/08/2022:

Reviewed the Proposal from WJM for the spray foam insulation. A motion was approved to move forward with the work (Not to Exceed), pending a credit from the GC for the originally specified batt insulation.

05/04/2022:

Phil reviewed the Budget and the implications of pursuing the spray-foam insulation. Because of a pending state grant application, along with available ARPA-funds, the consensus was to pursue this change. A formal RFP has been issued to the contractor, and Mark will reach out to WJM tomorrow.

4.2 Schedule

Mike Diggins (D.A. Sullivan & Sons, Inc.)

Open

Official Documented Meeting Minutes:

All window and door casings are now done (existing siding was removed/replaced with Tyvek underneath).

Almost all interior framing has been completed at this point. The metal panels at the back of the building will be done this week.

Spray foam at the roof level can now begin next week - MEP trades to follow.

Previous Meeting Minutes:

06/08/2022: (None)

05/04/2022:

The Site contractor has remobilized, and the retaining wall construction is underway. Meanwhile, Masonry and MEP work continue at the interior of the building.

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Meeting #52

Change Orders / PCOs

| No | Title | Responsible | Due Date | Status |
|----|-------|-------------|----------|--------|
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|-----|-----------------|--|--|------|
| 5.1 | Open COs / PCOs | Mark Sullivan (D.A. Sullivan & Sons, Inc.) | | Open |
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Previous Meeting Minutes:

06/08/2022:

The credit to eliminate the sun-shades (PCO #19) was accepted by the Committee.

05/04/2022: (None)

Design

| No | Title | Responsible | Due Date | Status |
|----|-------|-------------|----------|--------|
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|-----|---------------------------|--|--|------|
| 6.1 | Access Control / Security | | | Open |
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Previous Meeting Minutes:

06/08/2022:

It was agreed to have the project Electrician pipe & wire anything not already shown re the AV/Security (which is limited).

05/04/2022: (None)

New Business

| No | Title | Responsible | Due Date | Status |
|----|-------|-------------|----------|--------|
|----|-------|-------------|----------|--------|

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|-----|-------------------|--|--|--------|
| 7.1 | Interior Finishes | | | Closed |
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Official Documented Meeting Minutes:

Discussed interior finishes. Phil reviewed his recommendations for paint colors, along with wall base and walk-off mat. The BC agreed with all selections. **CLOSED**

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| 7.2 | ACT @ 2nd Floor | Amit Shah (DiGiorgio Associates, Inc.) | | Open |
|-----|-----------------|--|--|------|

Official Documented Meeting Minutes:

Reviewed ACT locations at 2nd floor. Where needed, the ceilings could be lowered (minimally) to accommodate MEP installations above. Amit will confirm that no ceiling is required in the Mech Rm.

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| 7.3 | Drawing Omissions | Chris Luchetti (DiGiorgio Associates, Inc.) | | Open |
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Official Documented Meeting Minutes:

Reviewed the list of issues the Town has had with the project documents. Christopher noted that although he wished they had a perfect set of plans, the qty. and cost of changes needed fell within industry standards.

Phil asked for reconsideration of DiGiorgio's position, while referencing the Town's claim, and noted that the Town is prepared to pursue this matter legally if needed.

This issue was not resolved and is on-going.

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