



Meeting #63

D.A. Sullivan & Sons, Inc.
82-84 North Street
Northampton, Massachusetts 01060
Phone: (413) 584-0310
Fax: (413) 585-5710

Project: 19-017 - Westhampton Safety Complex
48 Stage Rd.
Westhampton, Massachusetts 01027

Building Committee Meeting Minutes

MEETING DATE: 08/02/2023 **MEETING TIME:** 7:00 PM - 8:00 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

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)
- ☐ Todd Alexander (Town of Westhampton / Building Inspe)

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:			
	TBD			
	Previous Meeting Minutes:			
	05/03/2023: TBD			
	04/05/2023: TBD			

Meeting Minutes

No	Title	Responsible	Due Date	Status
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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 #63

2.1 Approval of Minutes Open

Official Documented Meeting Minutes:

Meeting Minutes #61 & #62 were approved

Previous Meeting Minutes:

05/03/2023: No Meeting Minutes were approved

04/05/2023: The following Meeting Minutes were approved: #58, #59, #60

Invoices

No	Title	Responsible	Due Date	Status
3.1	Review of Invoices			Open

Official Documented Meeting Minutes:

No invoices were approved.

Previous Meeting Minutes:

05/03/2023: No Invoices were reviewed

04/05/2023: Pay App #22 was approved, but reduced by \$5K to \$71,159.00

General Business

No	Title	Responsible	Due Date	Status
4.1	Finance	Phil Dowling (Town of Westhampton)		Open

Previous Meeting Minutes:

05/03/2023: (None)

04/05/2023: (None)

4.3	Snow Guards			Open
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Previous Meeting Minutes:

05/03/2023: (None)

04/05/2023: (None)

4.4	Radio System			Open
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Official Documented Meeting Minutes:

On-going - antenna mast has been installed.

Previous Meeting Minutes:

05/03/2023: (None)

04/05/2023: (None)

Change Orders / PCOs

No	Title	Responsible	Due Date	Status
5.1	Open COs / PCOs	Mark Sullivan (D.A. Sullivan & Sons, Inc.)		Open

Official Documented Meeting Minutes:

Discussed, again the Open PCO for Additional General Conditions. It was agreed that no further discussion would be had until all outstanding issues had been addressed (roof leaks, tight tanks, pump @ septic system).

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Meeting #63

KP Law responded that they needed more information before rendering a legal opinion. On-going

Previous Meeting Minutes:

05/03/2023: Discussed at length the proposal from WJM re Additional General Conditions.

It was agreed that Steve and Phil would work on a cover letter and will forward everything to KP Law for their opinion, before taking any action.

04/05/2023: Discussed proposal from WJM for additional GCs. Mark to review further with Jon, and the Committee will digest the proposal and reconvene at the next meeting to discuss.

Design

No	Title	Responsible	Due Date	Status
6.1	Settlement with LiRo			Closed

Previous Meeting Minutes:

05/03/2023: (None)

04/05/2023: (None)

New Business

No	Title	Responsible	Due Date	Status
7.1	Open Items			Open

Official Documented Meeting Minutes:

- There are still several items that need to be addressed:
- Escutcheons have dropped at ceiling level
- Air-drop is leaking
- Tight tank is still filling-up when it rains (area above tight tank)
- 2 more roof leaks discovered
- Septic system pump turns on when needed, but then stays on

Previous Meeting Minutes:

05/03/2023: Chief White noted that there is an air leak at one of the retractable hoses (front end / east bay), and that there is still an active leak at the roof cricket.

Both items are punchlist items that need to be addressed by WJM.

Steve will compile a full list of open items and will forward to Mark for coordination.

04/05/2023: Reviewed the list of open items that still need to be closed, including:

- Controls/Tanks
- Bathroom exhaust not tied to the light switch (design issue)
- Gear Rm lights
- Hot water (only) at sink at 1st Bathroom

7.2	Security System			Open
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Description:

Screens were installed at the Police Office

Doug reviewed overall security system. Motion approved to move forward with work at a NTE limit of \$6K

Official Documented Meeting Minutes:

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