



Meeting #7

D.A. Sullivan & Sons, Inc.
82-84 North Street
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Project: 19-017 - Westhampton Safety Complex
48 Stage Rd.
Westhampton, Massachusetts 01027

Building Committee Meeting Minutes

MEETING DATE: 02/12/2020 **MEETING TIME:** 7:00 PM - 9:00 PM Eastern Time (US & Canada)

MEETING LOCATION: Town Library

OVERVIEW:

NOTES:

ATTACHMENTS:

ATTENDEES:

Attended

- ☒ Mark Sullivan (D.A. Sullivan & Sons, Inc.)
- ☒ John McGee (DiGiorgio Associates, Inc.)
- ☒ John Ings (Meridian Associates)
- ☒ Chris Brooks (Town of Westhampton)
- ☒ Stephen Holt (Town of Westhampton)
- ☒ Laurie Sanders (Town of Westhampton)
- ☒ Stephan Wurmbrand (Town of Westhampton)

Attended

- ☐ Tom Lam (DiGiorgio Associates, Inc.)
- ☐ Chris Sullivan (DiGiorgio Associates, Inc.)
- ☒ David Kelley (Meridian Associates)
- ☒ Phil Dowling (Town of Westhampton)
- ☒ Art Pichette (Town of Westhampton)
- ☒ David White (Town of Westhampton)
- ☒ John Zimmerman (Town of Westhampton)

Meeting Minutes

No	Title	Responsible	Due Date	Status
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1.1 Approval of Minutes

Open

Description:

Minutes of Jan 29th approved.

Previous Meeting Minutes:

01/29/2020:

Minutes of 1/9 approved.

01/09/2020:

Minutes of 12/18 approved.

Design

No	Title	Responsible	Due Date	Status
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2.1 Budget

Chris Sullivan (DiGiorgio Associates, Inc.)

Open

Official Documented Meeting Minutes:

Discussed several revisions with design team and members of the public (including Westhampton Boy Scouts), including:

- Rear OH doors
- Elimination of Bay
- Location of compressor

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 #7

- Booking area (with sink)
- Location of Decon shower
- Future 2nd floor stair location
- Height of building

Previous Meeting Minutes:

01/29/2020:

Discussed meeting at DAI's office and reviewed budget items for consideration. Approved DAI's summary of meeting with additional note that the following items are to be pursued as formal Add-Alternates:

- Addition of (now eliminated) Bay
- Addition of (now eliminated) OH doors at back of building

DAI to review reductions (and some additions) and to incorporate them into the revised design - for review/discussion at the next meeting.

01/09/2020:

Discussed owner-initiated options to reduce budget of project; including:

- Delete 1 bay
- Delete OH doors at back of building
- Wood (vs. metal) construction
- Delete radiant heat
- Eliminate flat roof - single orientation with low/high sections
- 'Flip' building orientation
- Shift building back ~ 10'
- Ambulance to be eliminated; which puts more space into play (for compressor, etc)
- Discussed moving Mech equipment to otherwise empty 2nd floor (above offices); which could be used in future

Owner to send DAI formal listing of VE items.

2.2 Civil / Exterior Review

Open

Official Documented Meeting Minutes:

Discussed 3 main options (at length) for the building in different locations on the site:

- Option 1 (No back OH doors)
- Option 2 (Potential for future OH doors in back)
- Option 3 (2 OH doors in back, delete existing shed, retaining wall, etc.)

A motion was approved 6-1 to pursue Option #2 and relocate the building in such a manner as to allow for 2 potential OH doors in the back, along with additional parking.

The design team will proceed accordingly with the intent to have a 3rd party estimator generate a final budget after these revisions have been addressed to the satisfaction of the Committee.

Previous Meeting Minutes:

01/29/2020:

Discussed, again, layout of building on the site. The Building Committee will ask for the civil engineer to attend the next meeting to review.

01/09/2020:

Items to be reviewed by Civil Engineer include:

- Changing the layout of the building to a 'mirror' image
- Shifting the building back ~ 10', and putting parking at the backside of the building
- Discussed potential option of using aggregate piers in lieu of traditional foundation
- 'Steepness' of driveway to be reviewed

New Business

No	Title	Responsible	Due Date	Status
3.1	Survey	Stephen Holt (Town of Westhampton)	03/25/2020	Open

Description:

Inconsistencies with the site survey(s) were reviewed with respect to the location of the road, etc. The design team needs confirmation on the location of the property lines before finalizing the dwgs. Owner to pursue

Meeting Schedule

No	Title	Responsible	Due Date	Status
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Meeting #7

4.1 Next Meeting

01/22/2020

Open

Description:

The next meeting will be on Wednesday, Feb 26th at 6:30 PM at the Town Hall.

Previous Meeting Minutes:

01/29/2020:

The next meeting will be on Wednesday, Feb 12th @ 6:30 PM.

01/09/2020: *(None)*

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