



Meeting #51

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: 06/08/2022 **MEETING TIME:** 6:30 PM - 7:45 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.)
- ☐ 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)

Attended

- ☒ Mark Sullivan (D.A. Sullivan & Sons, 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)

Meeting Schedule

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

1.1	Next Meeting			Open
-----	--------------	--	--	------

Previous Meeting Minutes:

05/04/2022:

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

04/27/2022:

The next meeting will be Wednesday May 4th at Town Hall.

Meeting Minutes

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

2.1	Approval of Minutes			Open
-----	---------------------	--	--	------

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 #51

Previous Meeting Minutes:

05/04/2022:

Meeting Minutes #49 were approved.

04/27/2022: (None)

Invoices

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

3.1 Review of Invoices Open

Official Documented Meeting Minutes:

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.

Previous Meeting Minutes:

05/04/2022:

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

04/27/2022: (None)

General Business

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

4.1 Finance Phil Dowling (Town of Westhampton) Open

Official Documented Meeting Minutes:

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.

Previous Meeting Minutes:

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.

04/27/2022: (None)

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

Previous Meeting Minutes:

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.

04/27/2022: (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:

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

Previous Meeting Minutes:

05/04/2022: (None)

04/27/2022: (None)

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 #51

Design

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

6.1 Access Control / Security Open

Official Documented Meeting Minutes:

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

Previous Meeting Minutes:

05/04/2022: (None)

04/27/2022:

The plans were sent to Brian Hackworth - Mark will follow-up regarding putting a basic specification package together for pricing.

New Business

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

7.1 Paving Options Closed

Official Documented Meeting Minutes:

Discussed paving options with respect to timing of base/finish coat. As the paving will no longer be completed in June, Mike will coordinate with the Highway Dept. moving forward and schedule the work accordingly. **CLOSED**

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.