



Meeting #53

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: 07/06/2022 **MEETING TIME:** 6:30 PM - 7:20 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
-----	--------------	--	--	------

Previous Meeting Minutes:

06/22/2022:

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

06/08/2022: (None)

Meeting Minutes

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

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

Official Documented Meeting Minutes:

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 #53

Meeting Minutes #50, 51, & 52 were approved by a vote of 5-0.

Previous Meeting Minutes:

06/22/2022: (None)

06/08/2022: (None)

Invoices

No	Title	Responsible	Due Date	Status
3.1	Review of Invoices			Open

Official Documented Meeting Minutes:

The June pay application from WJM was approved (5-0), pending receipt of the stored material certificate(s).

Previous Meeting Minutes:

06/22/2022: (None)

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.

General Business

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

Official Documented Meeting Minutes:

Phil reviewed the overall project budget. A resolution with the architect has been reached, which will allow the project team to move forward toward completion. A formal response from DiLiro is forthcoming.

Previous Meeting Minutes:

06/22/2022:

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.

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.

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

Previous Meeting Minutes:

06/22/2022:

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.

06/08/2022: (None)

Change Orders / PCOs

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 #53

5.1 Open COs / PCOs Mark Sullivan (D.A. Sullivan & Sons, Inc.) Open

Previous Meeting Minutes:

06/22/2022: (None)

06/08/2022:

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

Design

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

6.1 Access Control / Security Open

Previous Meeting Minutes:

06/22/2022: (None)

06/08/2022:

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

New Business

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

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

Previous Meeting Minutes:

06/22/2022:

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.

7.3 Drawing Omissions Chris Luchetti (DiGiorgio Associates, Inc.) Closed

Official Documented Meeting Minutes:

See #4.1 above. The architect has agreed to not invoice for any remaining Construction Administration services required for the duration of the project. **CLOSED**

Previous Meeting Minutes:

06/22/2022:

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.

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.