



# Meeting #40

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:** 09/08/2021 **MEETING TIME:** 6:30 PM - 7:05 PM Eastern Time (US & Canada)

**MEETING LOCATION:** Westhampton Town Hall

### OVERVIEW:

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

### NOTES:

### 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)
- ☒ Stephen Holt (Town of Westhampton)
- ☐ Laurie Sanders (Town of Westhampton)
- ☒ Stephan Wurmbrand (Town of Westhampton)

#### Attended

- ☒ Mark Sullivan (D.A. Sullivan & Sons, Inc.)
- ☐ David Kelley (Meridian Associates)
- ☒ Chris Brooks (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 Building Committee meeting is scheduled for Wednesday, Oct 6th at 6:30 PM.

### Previous Meeting Minutes:

#### 08/04/2021:

The next Building Committee meeting is scheduled for Wednesday, Aug 11th at 6:30 PM.

#### 06/30/2021:

The next Building Committee meeting is scheduled for Wednesday, July 28th at 6:00 PM.

## Meeting Minutes

No	Title	Responsible	Due Date	Status
2.1	Approval of Minutes			Open

### Official Documented Meeting Minutes:

The Minutes of the August 4th Committee meeting were approved.

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 #40

## Previous Meeting Minutes:

08/04/2021: (None)

06/30/2021:

Meeting Minutes #37 were approved.

## Invoices

No	Title	Responsible	Due Date	Status
3.1	Review of Invoices			Open

## Official Documented Meeting Minutes:

August Invoices for WJ Mountford and DAS were reviewed/approved.

## Previous Meeting Minutes:

08/04/2021:

July Invoices for DiGiorgio, WJM, and DAS were approved

06/30/2021: (None)

## General Business

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

## Official Documented Meeting Minutes:

It was agreed to authorize the architect to move forward with the 2nd floor fit-out design for \$36K. It is anticipated that funding for this work would be available through the American Recovery Act.

## Previous Meeting Minutes:

08/04/2021: (None)

06/30/2021:

The June pay application from WJM was formally approved.

## 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:

A Dampproofing credit was discussed from WJM re the building's foundation walls (dampproofing) and the Elevator pit (waterproofing). To be discussed further with the GC.

## Previous Meeting Minutes:

08/04/2021:

A PCO for ledge removal and soil replacement was presented by WJM, and discussed by the Committee. The Geotech report identified areas of ledge, and the question of the depth of the tank/vault was specifically addressed in Addendum #3. Mark to follow-up with WJM in an effort to resolve this issue.

06/30/2021: (None)

## Design

No	Title	Responsible	Due Date	Status
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# Meeting #40

New Business				
No	Title	Responsible	Due Date	Status

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