



Meeting #60

D.A. Sullivan & Sons, Inc.
82-84 North Street
Northampton, Massachusetts 01060
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Project: 19-017 - Westhampton Safety Complex
48 Stage Rd.
Westhampton, Massachusetts 01027

Building Committee Meeting Minutes

MEETING DATE: 03/08/2023 **MEETING TIME:** 5:30 PM - 7:00 PM Eastern Time (US & Canada)

MEETING LOCATION: Westhampton Town Hall

OVERVIEW:

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

NOTES:

Also in attendance:

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
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1.1	Next Meeting			Open
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Previous Meeting Minutes:

01/18/2023: (None)

12/07/2022: (None)

Meeting Minutes

No	Title	Responsible	Due Date	Status
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2.1	Approval of Minutes			Open
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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 #60

Previous Meeting Minutes:

01/18/2023: (None)

12/07/2022: (None)

Invoices

No	Title	Responsible	Due Date	Status
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3.1 Review of Invoices Open

Official Documented Meeting Minutes:

Reviewed/approved the following invoices:

- WJM Pay App #21 (amended - \$180,904)
- Electrical work for access control (\$200)
- Global Industries (\$932.68 - tax)
- Northeast IT (\$287.50)
- SFI - *HOLD*

Previous Meeting Minutes:

01/18/2023: Reviewed/approved WJM Pay App #20 (\$73,450).

12/07/2022: Reviewed/approved the following invoices:

- WJM Pay App #19 (\$181,165)
- Bollard Sleeves (\$1,994.63)
- Sherwin Williams (\$1,141.17) - *HOLD*
- SFI Deposit - *HOLD*
- Northeast Paving: \$77,497

General Business

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

Previous Meeting Minutes:

01/18/2023: (None)

12/07/2022: Discussed the Temp Electric account (3 accounts). The Electrical bill spiked from \$300 to \$1,500. WJM to call and disconnect service.

Phil noted that another \$10K should be added to the IT Budget to finish hardware purchasing, etc.
- (telephone system, security cameras, etc.)

A furniture list needs to be put together before final purchases are made. On-going

4.3 Exterior Lighting Open

Previous Meeting Minutes:

01/18/2023: (None)

12/07/2022: Discussed exterior lights, some of which are on a (very sensitive) motion sensor. Mike to review adjustment(s) with Goodless Electric.

Change Orders / PCOs

No	Title	Responsible	Due Date	Status
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5.1 Open COs / PCOs

Mark Sullivan (D.A. Sullivan & Sons, Inc.)

Open

Official Documented Meeting Minutes:

Discussed at length the pending CO #11. It was agreed to formally move forward/process the following PCOs:

- Metal gate/door
- Electrical boxes
- Credit for countertops
- OH Doors
- Tank monitors
- Door hardware
- Fire blocking
- Credit for sunscreens
- Credit for BDA
- Credit for floor mitigation
- Ductwork modifications
- Floor leveling
- Total: ~ \$31,000. Mark/Phil to reach out to Amit and have him formally issue this change order

Previous Meeting Minutes:

01/18/2023: Discussed pending CO #11 and remaining open PCOs.

The desire is to wrap-up everything asap. Mark to work with WJM on outstanding revisions to open PCOs.

Paint attic stock will not be required.

It was confirmed that Temporary Power and the 1st tank of Propane was the responsibility of WJM.

12/07/2022: Reviewed open PCOs (Boulanger's (ductwork), OH Doors, Additional GCs).

Mark to continue discussions with WJM re the Additional GCs.

Design

No	Title	Responsible	Due Date	Status
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6.1 Settlement with LiRo

Open

Official Documented Meeting Minutes:

Todd noted that he still needed the final control construction documents from the architect.

Previous Meeting Minutes:

01/18/2023: LiRo asked for something in writing from the Town re not needing the BDA system (the credit for the BDA system will be taken instead, as the system is not needed).

12/07/2022: Reviewed letter of response to LiRo with David Doneski (Town's atty). The architect has remained engaged throughout and all parties are moving the project toward a successful conclusion.

New Business

No	Title	Responsible	Due Date	Status
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7.1 Snow Guards

Open

Official Documented Meeting Minutes:

Discussed the need for additional snow guards above entrances.

7.2 Radio System

Open

Official Documented Meeting Minutes:

Reviewed options for a new radio system. Pricing/options discussed - and information was distributed for review.

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Todd to follow-up with Police & Fire Chiefs to finalize selections.

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