



Meeting #43

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: 11/03/2021 **MEETING TIME:** 6:30 PM - 7:00 PM Eastern Time (US & Canada)

MEETING LOCATION: Westhampton Town Hall

OVERVIEW:

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

NOTES:

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
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1.1	Next Meeting			Open
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Previous Meeting Minutes:

10/20/2021: (None)

10/06/2021:

The next Building Committee meeting is scheduled for Wednesday, Nov 3rd at 6:30 PM.

Meeting Minutes

No	Title	Responsible	Due Date	Status
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2.1	Approval of Minutes			Open
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Official Documented Meeting Minutes:

The Meeting Minutes from the Sept & Oct meetings were approved.

Previous Meeting Minutes:

10/20/2021: (None)

10/06/2021: (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 #43

Invoices

No	Title	Responsible	Due Date	Status
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3.1 Review of Invoices

Open

Official Documented Meeting Minutes:

October invoices for WJM, DAS, and Liro were approved.

Previous Meeting Minutes:

10/20/2021: (None)

10/06/2021:

The following invoices were approved for September:

- LiRo (Testing): \$4,065.00 (to date)
- ATC: \$400.00
- OTO: \$978.26
- DiGiorgio: \$11,817.83
- WJ Mountford: \$261,738.00

General Business

No	Title	Responsible	Due Date	Status
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4.1 Finance

Phil Dowling (Town of Westhampton)

Open

Previous Meeting Minutes:

10/20/2021: (None)

10/06/2021: (None)

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

Previous Meeting Minutes:

10/20/2021:

It was agreed to pursue formal discussions with the Lester rep regarding the lack of credit for the lumber pricing. Mark to follow-up with WJM.

10/06/2021:

Phil to follow-up with Kurtz (Lester Bldg rep) re potential credit on engineered bldg.

5.2 Retaining Wall

Amit Shah (DiGiorgio Associates, Inc.)

Open

Official Documented Meeting Minutes:

Discussed placement of Pole Lights (in front of or behind) at retaining wall. Design input is still needed from the architect.

Previous Meeting Minutes:

10/20/2021:

Discussed ROM quote from WJM for the retaining wall (in lieu of rip-rap). Motion was approved to move forward (for now) with material only cost (~ \$33K). Phil will pursue design with mfg. and forward to Amit/engineer for sign-off.

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Meeting #43

Design

No	Title	Responsible	Due Date	Status
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6.1 Insulation @ Foundation Amit Shah (DiGiorgio Associates, Inc.) Closed

Official Documented Meeting Minutes:

This issue was resolved in the field and the work has been completed. **CLOSED**

Previous Meeting Minutes:

10/20/2021:

Discussed Building Inspector's comments with respect to the foundation insulation and need for a vapor barrier: It was agreed, by evidence of the architect's energy model, that the insulation was not needed. But the Inspector is still requiring a vapor barrier. To be pursued with the architect.

6.2 Elimination of Curbs Mark Sullivan (D.A. Sullivan & Sons, Inc.) Open

Previous Meeting Minutes:

10/20/2021:

It was agreed to eliminate the curbing at the upper parking lot; to facilitate snow plowing. Mark to pursue with Amit, who will issue a formal credit proposal request.

New Business

No	Title	Responsible	Due Date	Status
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7.1 Sally Port Closed

Official Documented Meeting Minutes:

Discussed concern about cruisers fitting into the Sally Port. As designed, they'll fit with very little room to spare. The 2nd floor framing was modified to accommodate this space. **CLOSED**

7.2 Town's Website Doug Finn (Town of Westhampton) Open

Official Documented Meeting Minutes:

Reviewed how best to keep the general public aware of progress at the site. Discussed possibly posting updates, pictures, etc. on the Town's website. On-going

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