



Meeting #61

D.A. Sullivan & Sons, Inc.
82-84 North Street
Northampton, Massachusetts 01060
Phone: (413) 584-0310
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Project: 19-017 - Westhampton Safety Complex
48 Stage Rd.
Westhampton, Massachusetts 01027

Building Committee Meeting Minutes

MEETING DATE: 04/05/2023 **MEETING TIME:** 5:30 PM - 6:30 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
1.1	Next Meeting			Open
	Official Documented Meeting Minutes:			
	TBD			
	Previous Meeting Minutes:			
	03/08/2023: (None)			
	01/18/2023: (None)			

Meeting Minutes

No	Title	Responsible	Due Date	Status
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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 #61

2.1 Approval of Minutes Open

Official Documented Meeting Minutes:

The following Meeting Minutes were approved: #58, #59, #60

Previous Meeting Minutes:

03/08/2023: (None)

01/18/2023: (None)

Invoices

No	Title	Responsible	Due Date	Status
3.1	Review of Invoices			Open

Official Documented Meeting Minutes:

Pay App #22 was approved, but reduced by \$5K to \$71,159.00

Previous Meeting Minutes:

03/08/2023: 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*

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

General Business

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

Previous Meeting Minutes:

03/08/2023: (None)

01/18/2023: (None)

4.2	Exterior Lighting			Closed
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Official Documented Meeting Minutes:

No further action - **CLOSED**

Previous Meeting Minutes:

03/08/2023: (None)

01/18/2023: (None)

4.3	Snow Guards			Open
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Previous Meeting Minutes:

03/08/2023: Discussed the need for additional snow guards above entrances.

4.4	Radio System			Open
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Previous Meeting Minutes:

03/08/2023: Reviewed options for a new radio system. Pricing/options discussed - and information was distributed for review. Todd to follow-up with Police & Fire Chiefs to finalize selections.

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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: Discussed proposal from WJM for additional GCs. Mark to review further with Jon, and the Committee will digest the proposal and reconvene at the next meeting to discuss.				
Previous Meeting Minutes: 03/08/2023: Discussed at length the pending CO #11. It was agreed to formally move forward/process the following PCOs: <ul style="list-style-type: none">- 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 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.				

Design

No	Title	Responsible	Due Date	Status
6.1	Settlement with LiRo			Open
Previous Meeting Minutes: 03/08/2023: Todd noted that he still needed the final control construction documents from the architect. 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).				

New Business

No	Title	Responsible	Due Date	Status
7.1	Open Items			Open
Official Documented Meeting Minutes: Reviewed the list of open items that still need to be closed, including: <ul style="list-style-type: none">- Controls/Tanks- Bathroom exhaust not tied to the light switch (design issue)- Gear Rm lights- Hot water (only) at sink at 1st Bathroom				

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