



Minutes Approved
9/8/2021

Meeting #39

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: 08/04/2021 **MEETING TIME:** 6:30 PM - 7:35 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
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1.1	Next Meeting			Open
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Official Documented Meeting Minutes:

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

Previous Meeting Minutes:

06/30/2021:

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

06/14/2021:

The next Building Committee meeting is scheduled for Wednesday, June 30th at 6:00 PM.

Meeting Minutes

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

06/30/2021:

Meeting Minutes #37 were approved.

06/14/2021:

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 #39

Meeting Minutes #36 were approved.

Invoices

No	Title	Responsible	Due Date	Status
3.1	Review of Invoices			Open
Official Documented Meeting Minutes:				
July Invoices for DiGiorgio, WJM, and DAS were approved				
Previous Meeting Minutes:				
06/30/2021: (None)				
06/14/2021: (None)				

General Business

No	Title	Responsible	Due Date	Status
4.1	Finance	Phil Dowling (Town of Westhampton)		Open
Description:				
Phil discussed potential use of funds from the American Recovery Act. He's asked Amit for a design fee and the BC will meet next week to review potential layouts, etc. of the 2nd floor.				
Previous Meeting Minutes:				
06/30/2021:				
The June pay application from WJM was formally approved.				
06/14/2021:				
The payment application for May from the GC was approved. The next draft application will be reviewed at the end of this month.				
4.2	Grounbreaking			Open
Previous Meeting Minutes:				
06/30/2021: (None)				
06/14/2021: (None)				
4.4	Demolition of Building	Mark Sullivan (D.A. Sullivan & Sons, Inc.)		Closed
Official Documented Meeting Minutes:				
A formal PCO from Mountford was submitted/approved. This issue has been resolved. <i>CLOSED</i>				
Previous Meeting Minutes:				
06/30/2021:				
There was an issue with 2 missing control points at the site. The Committee authorized Mark to pursue an extra through WJM's surveyor to reestablish the pins.				
06/14/2021:				
Some insulation material that was not previously tested was discovered in some walls. ATC was called to the site to test the material - results are due back tomorrow.				
Should not hold-up the demolition, which has begun. If the tests are negative, the demolition should be completed this weeks and the Town's portion of work should be done Friday/Monday.				

Change Orders / PCOs

No	Title	Responsible	Due Date	Status
5.1	Open COs / PCOs	Mark Sullivan (D.A. Sullivan & Sons, Inc.)		Open

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Meeting #39

Official Documented Meeting Minutes:

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.

Previous Meeting Minutes:

06/30/2021: *(None)*

06/14/2021: *(None)*

Design

No	Title	Responsible	Due Date	Status
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New Business

No	Title	Responsible	Due Date	Status
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