



# Meeting #5

Eckman Construction  
84 Palomino Lane  
Bedford, New Hampshire 03110

**Project:** 409 - Lincoln Akerman School  
8 Exeter Road  
Hampton Falls, New Hampshire 03844  
Fax: 03844

## Construction Progress Meeting Minutes

**MEETING DATE:** 11/15/2018 **MEETING TIME:** 9:00 AM - 10:15 AM Eastern Time (US & Canada)

**MEETING LOCATION:** ECCI Job Trailer - Lincoln Akerman School

**OVERVIEW:**

Meeting every other Thursday to discuss construction progress for the Lincoln Akerman School Addition project.

**NOTES:**

**ATTACHMENTS:**

**ATTENDEES:**

Name	Company	Phone Number	Email	Attendance
John Deloia	Eckman Construction Company, Inc.	Tel: (603) 623-1713 ext. 221	deloiaj@eckmanconstruction.com	For Distribution Only
Jon Krygeris	Eckman Construction Company, Inc.	Tel: (603) 623-1713	krygerisj@eckmanconstruction.com	Present
Mike Tremblay	Eckman Construction Company, Inc.	Tel: (603) 656-6266	tremblaym@eckmanconstruction.com	Present
Anne Ketterer	Lavallee Brensinger Architects	Tel: (603) 622-5450	anne.ketterer@lbpa.com	Absent
Lance Whitehead	Lavallee Brensinger Architects	Tel: (603) 622-5450	lance.whitehead@lbpa.com	Absent
Ed Beattie	SAU 21	Tel: (603) 926-8992	edwardbb@comcast.net	Absent
Matt Ferreira	SAU 21	Tel: (603) 926-8992	mferreira@sau21.org	Present
Tony Fransciosa	SAU 21	Tel: (603) 926-8992	afprops@yahoo.com	Present
Alan Lajoie	SAU 21	Tel: (603) 926-2539	alajoie@sau21.org	Present
Mark Lane	SAU 21	Tel: (603) 926-8992	mlane@sau21.org	Absent
Will Lojek	SAU 21	Tel: (603) 926-8992	will@lojekconstruction.com	Absent
Bill Lupini	SAU 21	Tel: (603) 926-8992	blupini@sau21.org	Absent
Greg Parish	SAU 21	Tel: (603) 926-8992	gparish@sau21.org	Present
Beth Raucci	SAU 21	Tel: (603) 926-8992	braucci@sau21.org	Absent
Todd Santora	SAU 21	Tel: (603) 926-8992	toddsan@comcast.net	Absent
Larry Smith	SAU 21	Tel: (603) 926-8992	lmsmith20@comcast.net	Absent
Nancy Tuttle	SAU 21	Tel: (603) 926-8992	ntuttle@sau21.org	Absent
Marc Lehoullier	Trident Project Advisors and Development Group	Tel: (603) 898-6110	mlehoullier@tridentgrp.com	Present

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 Eckman Construction if there are any discrepancies or questions with the content of these minutes.



# Meeting #5

Uncategorized Items						
No	Meeting Origin	Title	Assignment	Due Date	Priority	Status
1.3	1	Subcontractor and Vendor Recommendations	Marc Lehoullier (Trident Project Advisors and Development Group), Jon Krygeris (Eckman Construction Company, Inc.)			Open
<b>Official Documented Meeting Minutes:</b> All subcontractor recommendations to date that have been submitted by ECCI have been approved. Painting recommendation will be submitted by ECCI to Trident next week.						
1.5	1	Site Safety & Logistics	Mike Tremblay (Eckman Construction Company, Inc.), Jon Krygeris (Eckman Construction Company, Inc.)			Open
<b>Official Documented Meeting Minutes:</b> There were no immediate site safety or logistics issues or concerns to discuss. Slab placement next week is scheduled for Wednesday 11/21. There is no school that day so concrete deliveries will not interfere with bus schedules or drop offs. Jon did note that use of the main entry by the office will need to be shut off starting 11/26. This entrance was supposed to be shut down at the beginning of the project, but it was able to remain open for longer due to the fact that the complete entry slab didn't need to be demolished. Alan with work with Beth to issue a formal notice to staff and parents. The bus drop office is already taking place at another entry.						
1.6	1	Look Ahead Schedule	Mike Tremblay (Eckman Construction Company, Inc.)			Open
1.7	1	Plowing and Winter Conditions	Jon Krygeris (Eckman Construction Company, Inc.)			Closed
<b>Official Documented Meeting Minutes:</b> Jim Z. will be handling plowing for ECCI. He has proposed a \$2,500 cost for up to 80" of snow through the winter. His scope will include his current obligations to the School and he will additionally bring in a skid steer to handle around the fence and trailer and around the building addition perimeter. He will continue to donate plowing services at the ball field lot across the street and will provide 6-8 parking spots for ECCI use.						
1.10	1	Next Meeting	Jon Krygeris (Eckman Construction Company, Inc.)			Open
<b>Official Documented Meeting Minutes:</b> The next meeting will be held on 11/29/18 at 9AM at the site.						
1.11	2	Requisitions	Jon Krygeris (Eckman Construction Company, Inc.)			Open
1.13	2	Additional Work	Marc Lehoullier (Trident Project Advisors and Development Group), John Deloia (Eckman Construction Company, Inc.)	12/ 01/ 2018		Open
<b>Official Documented Meeting Minutes:</b> A budget value for the Gymnasium improvements is needed for the March warrant article by 12/13/18. The scope for the gym is floor improvements, remove existing heating and ventilation and supply new, remove the existing folding tables, minor sprinkler modifications, paint the walls and ceiling and an add-alternate for wall mats. The Cafeteria scope still needs to be finalized. Marc will obtain the scope narratives from the prior years discussions and send them out by email for review. Marc and ECCI will meet next week to determine next steps.						
1.14	5	Change Requests	Jon Krygeris (Eckman Construction Company, Inc.)			Open
<b>Official Documented Meeting Minutes:</b> The following potential changes were discussed at the meeting:						

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 Eckman Construction if there are any discrepancies or questions with the content of these minutes.



## Meeting #5

- Credit from ECCI for supply and installation of mulch at the playground
- Modification of door hardware 101C to accommodate entry by key fob by school security vendor. Alan asked Jon to send the door hardware submittal to the school's security vendor.
- Add provisions for a stacked washer/dryer at the Custodian's Room in the addition
- Reduce the landscaping allowance from \$40,000 to \$10,000.

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 Eckman Construction if there are any discrepancies or questions with the content of these minutes.