



# Meeting #8

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:** 01/03/2019 **MEETING TIME:** 9:00 AM - 10:00 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	Present
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	Absent
Tony Fransciosa	SAU 21	Tel: (603) 926-8992	afprops@yahoo.com	Absent
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	Present
Bill Lupini	SAU 21	Tel: (603) 926-8992	blupini@sau21.org	Absent
Greg Parish	SAU 21	Tel: (603) 926-8992	gparish@sau21.org	Absent
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	Present
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.

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> The painting sub recommendation has been approved and the painting subcontractor has been provided a subcontract. Flooring and Division 10 remain for buyout.						
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> No site safety concerns were presented at this meeting. A crane will likely be onsite next week for both lifting the HVAC curbs to the roof and the roofing materials.						
1.6	1	Look Ahead Schedule	Mike Tremblay (Eckman Construction Company, Inc.)			Open
<b>Official Documented Meeting Minutes:</b> The concrete slab on deck was placed last Wednesday 12/26/18. Exterior metal stud wall framing has started. Roofing will start in the next 2 weeks. Roof drain plumbing has started.						
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 1/17/19 at 9AM.						
1.11	2	Requisitions	Jon Krygeris (Eckman Construction Company, Inc.)			Open
<b>Official Documented Meeting Minutes:</b> Jon will send a draft of the December requisition to Marc and Anne early next week for review.						
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> The HVAC report created by Design Day was discussed. The new cafeteria will require new ERV's that can operate based on occupancy requirements. The Kitchen Director will require an office with walls and a door so HIPAA compliance is maintained. ECCI and LBA are discussing design fee. Mike will measure down from the lowest mortar course on the existing classroom block walls at the future cafe to determine floor elevations.						
1.14	5	Change Requests	Jon Krygeris (Eckman Construction Company, Inc.)			Open
<b>Official Documented Meeting Minutes:</b> Jon will be forwarding drafts of the change estimates identified during the previous meeting to Marc prior to next meeting.						
1.15	6	Intercom System	Alan Lajoie (SAU 21)			Open
<b>Official Documented Meeting Minutes:</b> It was discussed and agreed that the intercom and security vendors will run their own wiring.						

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1.16	8	Safety Tie-Off Points at Roof				Closed
<b>Official Documented Meeting Minutes:</b> Alan asked if any tie-off points will be installed on the roof for future maintenance safety. Mike has two coming to the site and will be leaving them for permanent installation.						
1.17	8	Existing Lockers	Alan Lajoie (SAU 21)			Open
<b>Official Documented Meeting Minutes:</b> The existing lockers to be relocated to the new addition were discussed. Anne reminded the group that the color will not match the new addition. They are being relocated from outside the gym and upstairs in the existing building to the new addition. The existing lockers outside the gym are on concrete bases which will need to be demolished after the lockers are removed. Jon noted it might make more sense to leave the lockers in place and buy new ones for the addition. Marc noted that they may need to come out anyway to make way for the new Cafeteria doorway.						

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