



Meeting #13

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: 03/14/2019 **MEETING TIME:** 9:00 AM - 10:30 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	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
Beth Simon	SAU 21	Tel: (603) 926-8992	bsimon@sau21.org	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.)			Closed
Official Documented Meeting Minutes: EIFS subcontractor recommendation has been approved and the EIFS subcontract has been issued.						
1.5	1	Site Safety & Logistics	Mike Tremblay (Eckman Construction Company, Inc.), Jon Krygeris (Eckman Construction Company, Inc.)			Open
Official Documented Meeting Minutes: Mike has installed a no smoking sign on one of the portable toilets and will install one on the new one that has been delivered to the site. There were no other site safety or logistics concerns.						
1.6	1	Look Ahead Schedule	Mike Tremblay (Eckman Construction Company, Inc.)			Open
Official Documented Meeting Minutes: Mike noted that interior framing will be wrapping up next week. The exterior end wall along H line is being finished. The drywall cap at the music room is being built. HVAC rough is ongoing. The electrical wall rough will start next week. Masonry is scheduled to start in about 4 weeks.						
1.10	1	Next Meeting	Jon Krygeris (Eckman Construction Company, Inc.)			Open
Official Documented Meeting Minutes: The next meeting will be on 3/28/19 at 9AM.						
1.11	2	Requisitions	Jon Krygeris (Eckman Construction Company, Inc.)			Open
Official Documented Meeting Minutes: The February requisition has been issued and approved. Nancy stated it would be approved for payment at the school board meeting tonight.						
1.13	2	Additional Work @ Cafeteria	Marc Lehoullier (Trident Project Advisors and Development Group), John Deloia (Eckman Construction Company, Inc.)	12/ 01/ 2018		Open
Official Documented Meeting Minutes: Jon noted that the CAD files from LBA have been given to the mechanical and electrical design build subcontractors so they could start the HVAC and electrical engineering process. LBA is finishing their architectural drawings for the space. Once finalized, ECCI will be sending out the drawings to the subs for pricing.						
1.14	5	Change Requests & Change Orders	Jon Krygeris (Eckman Construction Company, Inc.)			Open
Official Documented Meeting Minutes: ECCI has been requested to issue change estimates for the Phase 2 Parking Lot construction and the Gym Floor.						
1.15	6	Intercom System	Alan Lajoie (SAU 21)			Open
Official Documented Meeting Minutes:						

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	A coordination meeting will be held with the vendors working for the SAU and ECCI at 11AM today.					
1.17	8	Existing Lockers	Alan Lajoie (SAU 21)			Open
	Official Documented Meeting Minutes: To be discussed further at the next meeting. Matt will be investigating how many lockers are needed.					
1.18	12	Gym Floor	Anne Ketterer (Lavallee Brensinger Architects)			Open
	Official Documented Meeting Minutes: LBA has made recommendations for two flooring products for the SAU to consider. The gym floor replacement vote passed on Tuesday. It was requested that ECCI obtain pricing for the flooring options that LBA has provided. Will also spoke to a vendor he has worked with. He will forward that pricing to the group. Once the pricing is obtained, then a decision will be considered on product.					
1.19	12	Structure at Existing Roof	Jon Krygeris (Eckman Construction Company, Inc.)			Closed
	Official Documented Meeting Minutes: SFC engineering has confirmed that the existing roof rafters can remain without being improved as they run the short direction of the building area. The area around the skylight still needs to be modified to infill the skylight that cannot remain.					
1.20	13	Phase 2 Parking Area	Jon Krygeris (Eckman Construction Company, Inc.)			Open
	Official Documented Meeting Minutes: ECCI is finalizing the change estimate for the Phase 2 parking area and Jon will be sending a draft to Marc for review. Jon noted that it would be preferred to start this work as soon as possible as it will be easier to clear trees with frozen ground and will allow for more time to complete the project. Matt noted that the school board will be voting on the added work tonight and if it passes then the change could be authorized immediately following.					
1.21	13	Washer/Dryer	Alan Lajoie (SAU 21)			Open
	Official Documented Meeting Minutes: Mike asked for a cut sheet on the stacked washer dryer. Alan noted one has not been purchased yet. Matt authorized Alan to get pricing on it and a decision can be made on ordering it.					
1.22	13	Area of Refuge	Matt Ferreira (SAU 21)			Open
	Official Documented Meeting Minutes: Matt noted a concern about the door opening into the area of refuge in the existing stair. This area has limited visibility and he is concerned about student safety and security. Marc noted that this area is needed due to the existing stair being non-compliant in width. Matt will speak with Beth about the plan for this area and provide feedback on whether it needs to be modified.					

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