



Meeting #14

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: 03/28/2019 **MEETING TIME:** 9:00 AM - 11:15 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	Present
Lance Whitehead	Lavallee Brensinger Architects	Tel: (603) 622-5450	lance.whitehead@lbpa.com	Present
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	Present
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
1.5	1	Site Safety & Logistics	Mike Tremblay (Eckman Construction Company, Inc.), Jon Krygeris (Eckman Construction Company, Inc.)			Open
Official Documented Meeting Minutes: Mike installed a no smoking sign on the new temporary toilet. There were no other safety or logistics concerns.						
1.6	1	Look Ahead Schedule	Mike Tremblay (Eckman Construction Company, Inc.)			Open
Official Documented Meeting Minutes: Mike noted that MEP rough-in is ongoing and will be the focus of the project for the next 3 weeks. Interior framing is wrapping up. Drywall is scheduled to start on or about 4/15 and masonry is the same.						
1.10	1	Next Meeting	Jon Krygeris (Eckman Construction Company, Inc.)			Open
Official Documented Meeting Minutes: The next meeting will be on 4/11/19 at 9AM.						
1.11	2	Requisitions	Jon Krygeris (Eckman Construction Company, Inc.)			Open
Official Documented Meeting Minutes: Jon is preparing the March requisition. The draft will be sent to Trident and LBA for review on Monday 4/1.						
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: Anne brought and presented a final draft of the architectural plans for the classroom to cafeteria renovation for approval. Marc asked if there were any plumbing requirements for the portable salad bar. There are none. Egress requirements were discussed. The proposed door layout for the cafeteria meets the egress requirements per Lance and Anne. An egress window is not required. Greg asked for a separate proposal to remove and replace the six (6) existing storefront windows in the cafeteria. This may not happen now but it will be helpful to know the pricing. Anne and Beth discussed VCT colors for the 5' wide flooring strips that will go where the walls were demolished. The paint pattern on the accent wall was also discussed. This pattern should be waves. Anne will incorporate these comments into the final version of the drawings. The plan was approved and Anne will finalize the documents by the end of next week and forward them to ECCI so subcontractor pricing can be obtained. ECCI has already walked the abatement and demolition subcontractor through the space.						
1.14	5	Change Requests & Change Orders	Jon Krygeris (Eckman Construction Company, Inc.)			Open
Official Documented Meeting Minutes: The following Change Estimates and Change Orders have been requested and will be compiled by ECCI: <ul style="list-style-type: none"> - Change Order with the revised cafeteria costs - Change Estimate for the gym floor replacement, removal of the folding tables, painting of the gym walls and supply and installation of wall mats - Change Estimate to supply and install 36 lockers downstairs and 72 lockers upstairs (open cubbie lockers with integral benches) in hallways of new addition - Change Estimate to create a larger 7' wall opening at the area of refuge at the top of the 2nd floor stairway. - Change Estimate to provide abatement at the six (6) existing new cafeteria windows and demolish and replace them with like kind windows. 						
1.15	6	Intercom System	Alan Lajoie (SAU 21)			Closed

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	Official Documented Meeting Minutes: The coordination meeting was previously held. No action information resulted from this meeting.					
1.17	8	Existing Lockers	Alan Lajoie (SAU 21)			Open
	Official Documented Meeting Minutes: Per meeting item 1.14, a change Estimate to supply and install 36 lockers downstairs and 72 lockers upstairs (open cubbie lockers with integral benches) in hallways of new addition will be created. The lockers should be pricing with five (5) different colors to be designed into a repeating pattern.					
1.18	12	Gym Floor	Anne Ketterer (Lavallee Brensinger Architects)			Open
	Official Documented Meeting Minutes: The gym floor pricing status was discussed. ECCI has obtained pricing from two vendors so far. The demo and abatement sub has walked the space and is pricing the work now. Tony requested ECCI reach out to JC Floorcovering to request pricing from them for supply and installation of the gym floor. Matt asked that ECCI reach out to North East Sports Floors for the same reason. ECCI will obtain pricing from these vendors then a bid tabulation will be provided to Trident for review and recommendation. A selection needs to be made by next meeting so there is enough time to engage a subcontractor prior to the Summer. It was discussed and clarified that removal and abatement of the existing VCT and mastic was part of the warrant article and needs to be part of this scope of work. The floor cannot be encapsulated. Jon mentioned that during a walkthrough with a sub, the Gym Teacher mentioned it might be nice to add some color infill to the basketball keys and put the tiger paw logo in the center court area. Beth will work to get a sketch from the Gym Teacher ASAP on this so it can be provided to the subs bidding the work.					
1.20	13	Phase 2 Parking Area	Jon Krygeris (Eckman Construction Company, Inc.)			Open
	Official Documented Meeting Minutes: Tree clearing of the Phase 2 parking area started today. Jones and Beach has been engaged by the SAU to create the SWPPP. The SWPPP process will be complete to allow ECCI and Wickson to commence with the balance of the parking lot work beyond tree clearing by 4/15/19. Marc asked that ECCI obtain a confirmed schedule from Wickson on the completion of the parking lot scope. Jon noted that the site lighting package from Stellos that was submitted is an equal alternate to the fixtures on the civil drawing. He asked who needs to approve these. Marc noted that these just need to be submitted to Jones and Beach for record. They will be submitted for record today and the fixtures released for order.					
1.21	13	Washer/Dryer	Alan Lajoie (SAU 21)			Open
	Official Documented Meeting Minutes: Alan has provided a cut sheet to Mike for the stacked washer/dryer. Lance mentioned that the washer/dryer may need to meet ADA requirements. It was clarified that the washer/dryer is restricted to who can use it. Lance said that will waive the need for ADA compliance then.					
1.22	13	Area of Refuge	Matt Ferreira (SAU 21)			Open
	Official Documented Meeting Minutes: Beth and Matt confirmed that they would like the existing 3' door opening at the area of refuge on the 2nd floor of the existing stairs widened to allow for better security if it is not too expensive. ECCI will discuss with SFC Engineering what will need to be done to accommodate this change then price the work accordingly.					
1.23	14	Slab Moisture Testing	Mike Tremblay (Eckman Construction Company, Inc.)			Open
	Description: Marc asked that Mike schedule JTC for the floor moisture testing for the addition and gym. A few gym floor tiles will need to be removed to accommodate testing.					
1.24	14	Wall at Music Storage	Alan Lajoie (SAU 21)			Closed
	Official Documented Meeting Minutes: Greg asked about the option of putting up a wall to split the new Music Storage room into two rooms and allow for more storage for Alan and his staff. This was discussed and Beth suggested it might be better to use a partial height movable partition to separate the room so the space is flexible. This was agreed to by all and this item will be closed.					

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