



# Meeting #17

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:** 06/06/2019 **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       | 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                |
| 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                | 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.

| Uncategorized Items  |                |                                 |  |              |          |        |
|--|----------------|---------------------------------|--|--------------|----------|--------|
| No   | Meeting Origin | Title                           | Assignment   | Due Date     | Priority | Status |
| 1.5  | 1              | Site Safety & Logistics         | Mike Tremblay ( <b>Eckman Construction Company, Inc.</b> ),<br>Jon Krygeris ( <b>Eckman Construction Company, Inc.</b> )               |              |          | Open   |
| <b>Official Documented Meeting Minutes:</b><br>Jon asked if there were any site safety or logistic concerns. None were noted. Greg mentioned that this weekend there is a town arts and crafts fair scheduled. During past events people park at the school. He suggested locking the gate to the construction area. Mike will do this. Marc suggested locking the addition as well. Mike will make arrangements to do this too.   |                |                                 |  |              |          |        |
| 1.6  | 1              | Look Ahead Schedule             | Mike Tremblay ( <b>Eckman Construction Company, Inc.</b> )   |              |          | Open   |
| <b>Official Documented Meeting Minutes:</b><br>Mike noted that the masons are almost complete on the west elevation. They are setting up staging on the east elevation now. Painting is ongoing at the 2nd Floor. Drywall finishing is ongoing on the 1st floor. ACT ceilings are scheduled to start on the 2nd floor next week. Bathroom wall tile has started at the 2nd floor. There has not been any substantial progress yet on the Phase 2 parking area. The trees have been cleared and the stumps partially removed. The schedule for this work was discussed.   |                |                                 |  |              |          |        |
| 1.10   | 1              | Next Meeting                    | Jon Krygeris ( <b>Eckman Construction Company, Inc.</b> )  |              |          | Open   |
| <b>Official Documented Meeting Minutes:</b><br>The next meeting will be on 5/23/19 at 9AM.   |                |                                 |  |              |          |        |
| 1.11   | 2              | Requisitions                    | Jon Krygeris ( <b>Eckman Construction Company, Inc.</b> )  |              |          | Open   |
| <b>Official Documented Meeting Minutes:</b><br>ECCI submitted the april draft requisition to Trident and LBA for review on Friday 5/3/19. Marc will check on status of review.   |                |                                 |  |              |          |        |
| 1.13   | 2              | Additional Work @ Cafeteria     | Marc Lehoullier ( <b>Trident Project Advisors and Development Group</b> ),<br>John Deloia ( <b>Eckman Construction Company, Inc.</b> ) | 12/ 01/ 2018 |          | Open   |
| <b>Official Documented Meeting Minutes:</b><br>The change order for the cafeteria work (CO #4) was signed by the SAU and ECCI yesterday. ECCI is in the process of issuing corresponding subcontract change orders. The first day of work ECCI can access this space is Monday 6/17/19. Alan and Matt will talk with the staff to discuss clearing out all personal belongings in advance and removing items from the walls. The possibility of the facilities staff moving the furniture from these rooms up to the 2nd floor of the new addition was discussed as these classrooms are being relocated to the new addition anyway. |                |                                 |  |              |          |        |
| 1.14   | 5              | Change Requests & Change Orders | Jon Krygeris ( <b>Eckman Construction Company, Inc.</b> )  |              |          | Open   |
| <b>Official Documented Meeting Minutes:</b><br>CO #3 for the gym floor has been signed by ECCI and is pending signature by the SAU. CO #4 for the cafeteria work has been signed but it contingent upon CO #3 being signed. ECCI has presented change estimates for the lockers for the new addition, replacement of the windows at the new cafe. A change estimate for the area of refuge opening is still pending and a change order for the remaining gym improvements is also still pending. This will be issued after ECCI receives wall pad pricing from the subs next week.   |                |                                 |  |              |          |        |
| 1.18   | 12             | Gym Floor                       | Anne Ketterer ( <b>Lavallee Brensinger Architects</b> )  |              |          | Open   |
| <b>Official Documented Meeting Minutes:</b>  |                |                                 |  |              |          |        |

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|  |   |  |   |  |  |        |
|--|---|--|---|--|--|--------|
|  | <p>Marc and Jon are meeting with the gym floor subcontractor after the meeting to discussion options on how to deal with the high concrete floor slab relative humidity readings found in the slab by John Turner Consulting. More info will be provided after this meeting. The Tarkett Omnisports flooring product has been ordered.</p> <p>Matt asked about the criteria for new bleachers to be installed on the new floor system. Jon believes there is literature about that in the flooring product data and he will look into this.</p> |  |   |  |  |        |
| 1.20   | 13  | Phase 2 Parking Area                   | Jon Krygeris (Eckman Construction Company, Inc.)  |  |  | Open   |
| <p><b>Official Documented Meeting Minutes:</b><br/>         The schedule for the Phase 2 parking area was discussed. Wickson Construction has demobilized from the site. There is concern about completion of the work by the August substantial completion date. ECCI will be requesting an itemized schedule from the subcontractor at Marc's request. Jon asked about the status of a revised plan integrating the playground work. Matt has asked Rick Wickson for an update on the playground plans. Jon will send out a plan marking up the assumed deletion of twelve (12) spaces and ask Rick to confirm and Jones &amp; Beach to confirm the plan is acceptable. The SAU will need to authorize Jones and Beach to revise the plan. A notice was provided by Rick Wickson immediately following the meeting that he is meeting with Jonathan at Jones and Beach tomorrow morning.</p> <p>Alan asked about removal of some of the remaining dead trees that abut the existing parking lot. Alan will flag the ones requested for removal and ECCI will review with Wickson. Some of these trees are large and may have a cost to remove.</p> |   |  |   |  |  |        |
| 1.23   | 14  | Slab Moisture Testing                  | Mike Tremblay (Eckman Construction Company, Inc.) |  |  | Open   |
| <p><b>Description:</b><br/>         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.</p>   |   |  |   |  |  |        |
| <p><b>Official Documented Meeting Minutes:</b><br/>         The slab moisture tests identified 91 to 99% relative humidity in the addition slabs and the existing gym floor slabs. There is no issue with the addition flooring as we are using 99% compliant VCT adhesive. Marc and Jon are meeting with the gym floor subcontractor today to discuss a solution to the high slab moisture level and the proposed products being used.</p>  |   |  |   |  |  |        |
| 1.24   | 15  | Gym Painting, Table Demo and Wall Pads | Jon Krygeris (Eckman Construction Company, Inc.)  |  |  | Open   |
| <p><b>Official Documented Meeting Minutes:</b><br/>         ECCI will be issuing a Change Order for this work next week after receipt of pricing for the wall pads.</p>  |   |  |   |  |  |        |
| 1.25   | 17  | Semi-Gloss vs. Eggshell Paint          | Mike Tremblay (Eckman Construction Company, Inc.) |  |  | Closed |
| <p><b>Official Documented Meeting Minutes:</b><br/>         Beth, Alan and Mike met yesterday and looked at the paint colors in the new addition. The colors are OK but the option of switching to a semi-gloss paint from eggshell was discussed. This will be more durable. Samples were put up of semi-gloss and the decision was made to switch to that. The final coat will be semi-gloss over existing eggshell where eggshell is already applied. Touch-ups may be more difficult with semi-gloss and this was understood by all in attendance.</p>   |   |  |   |  |  |        |

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