



Meeting #18

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: 05/23/2019 **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
Craig Myslivy	Eckman Construction Company, Inc.	Tel: (603) 623-1713	myslivyc@eckmanconstruction.com	Present
Mike Tremblay	Eckman Construction Company, Inc.	Tel: (603) 656-6266	tremblaym@eckmanconstruction.com	Absent
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	Present
Tony Fransciosa	SAU 21	Tel: (603) 926-8992	afprops@yahoo.com	Absent
Alan Lajoie	SAU 21	Tel: (603) 926-2539	alajoie@sau21.org	Absent
Mark Lane	SAU 21	Tel: (603) 926-8992	mlane@sau21.org	Absent
Will Lojcek	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	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.



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Marc Lehoullier	Trident Project Advisors and Development Group	Tel: (603) 898-6110	mlehoullier@tridentgrp.com	Present
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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: Marc brought up a concern about finding a cigarette in one of the temporary toilet facilities. ECCI will send out a reminder of the no smoking policy to all subs.						
1.6	1	Look Ahead Schedule	Mike Tremblay (Eckman Construction Company, Inc.)			Open
Official Documented Meeting Minutes: Jon noted that painting is substantially complete in the 2nd floor classrooms. ACT grid is installed on the 2nd floor and the electricians and HVAC techs are installing their finish work. Priming has started on the first floor. The masons are near the roof on the East elevation (parking lot side). Window installation is scheduled to start on Tuesday 5/28. Jon asked about the status of the state permit for septic approval. Checks were issued per Jones and Beach to the necessary agencies yesterday. Marc will confirm when the approval will be expected to allow for a septic tank installation immediately following school ending for the year.						
1.10	1	Next Meeting	Jon Krygeris (Eckman Construction Company, Inc.)			Open
Official Documented Meeting Minutes: The next meeting will be on 6/6/19 at 9AM.						
1.11	2	Requisitions	Jon Krygeris (Eckman Construction Company, Inc.)			Open
Official Documented Meeting Minutes: The April requisition has been approved and is being processed for payment.						
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: The added work a the cafeteria is being scheduled. ECCI will be working with Alan to coordinate containment setup for abatement and demo starting the week of 6/17/19. The louvers for the ERV will be white. Jon is expecting the shop drawings for the cafe windows soon.						
1.14	5	Change Requests & Change Orders	Jon Krygeris (Eckman Construction Company, Inc.)			Open
Official Documented Meeting Minutes: Jon sent to Marc yesterday drafts of the change estimates for the gym finishes and the area of refuge opening widening. Marc will review them and provide his recommendation on them. The values came in slightly higher than what Marc had originally assumed.						
1.18	12	Gym Floor	Anne Ketterer (Lavallee Brensinger Architects)			Open
Official Documented Meeting Minutes:						

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	The gym floor product has been ordered. Marc asked Jon to get the color options for the line painting and get that to the group for decision. Jon asked if a digital file of the logo for center court. Greg asked Jon if the paint is a special product and whether attic stock for Alan would be required for touch up work. Jon will find out.				
1.20	13	Phase 2 Parking Area	Jon Krygeris (Eckman Construction Company, Inc.)		Open
Official Documented Meeting Minutes: After the last meeting, the committee met with the neighbor to the Southwest of the added parking lot. The neighbor had requested a meeting to discuss the plan for the parking lot, the approval process and concerns of impact on drainage onto their property. Jonathan Ring from Jones and Beach, the civil engineer for this project, also attended this meeting. The intention of the meeting was to hear the neighbors concerns. Between that meeting and today's meeting, as requested by the neighbor and their attorney, the additional parking lot plans and drainage calculations were sent from Jones and Beach to the neighbor's civil engineer, Eric Weinrieb from Altus Engineering. Mr. Weinrieb walked the site with Matt prior to today's meeting to review the site conditions. The SAU has responded in a timely manner to all requests from the neighbor. It is expected that Mr. Weinrieb will issue a letter summarizing today's walkthrough soon. The SAU reviewed the parking lot work with the planning board last year and the plans are compliant. Work will continue on the parking area.					
1.23	14	Slab Moisture Testing	Mike Tremblay (Eckman Construction Company, Inc.)		Closed
Official Documented Meeting Minutes: A moisture barrier provided by JC Floorcovering has been authorized for an additional cost that the SAU has agreed to for the gym. This resolves the slab moisture issues for the project.					
1.24	15	Gym Painting, Table Demo and Wall Pads	Jon Krygeris (Eckman Construction Company, Inc.)		Open
Official Documented Meeting Minutes: A CE has been issued for review by ECCI for this work.					
1.25	18	Locker Colors	Jon Krygeris (Eckman Construction Company, Inc.)		Open
Official Documented Meeting Minutes: ECCI cannot proceed with ordering the lockers until the shop drawings and color samples have been received and approved. The shops are due soon but the process is taking a while due to backlog at the manufacturer. Anne has already started looking at color options. Marc asked Anne to turn the submittal around as fast as possible once received. Matt asked that the principal be included in the color selection. Anne will provide some recommendations to her once the shops and color samples are received. Greg asked if there was a chance that the lockers might arrive after school starts in August. Jon stated there is absolutely a chance. The sub has carried install labor for regular weekday working hours. There will be added cost if the install happens around the school schedule. Nancy stated that there is a school break in October that could be used for install if needed.					

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