



Meeting #24

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: 08/22/2019 **MEETING TIME:** 9:00 AM - 10:30 AM Eastern Time (US & Canada)

MEETING LOCATION: Lincoln Akerman School Conference Room

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	Absent
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	Absent
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 Lojeck	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	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	Absent

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.



Meeting #24

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.)			Closed
Official Documented Meeting Minutes: The phase 2 parking area is being fine graded today and will be paved tomorrow. Jon asked about the intention for bus routing to drop off and pick up students when school starts on Monday. ECCI is concerned about the 1" overlay on the existing parking lot in front of the addition holding up to traffic with the pavement being so freshly installed. Jon stated that the recommendation, if the pavement condition is to be preserved, is to maintain the bus drop off route used during construction at the temporary main entry. If the school and SAU don't want to do this and want to use the main office entrance then it should be limited to bus traffic only for the first week and the parking spaces in the lot should be blocked off to prevent people spinning wheels while turning on the fresh pavement. The phase 2 parking area will be blocked off until striping is done and the school elects to open it after next week. Marc will review this issue with Matt and Beth. This meeting item will be closed as this is the last regular progress meeting for the project.						
1.6	1	Look Ahead Schedule	Mike Tremblay (Eckman Construction Company, Inc.)			Closed
Official Documented Meeting Minutes: At Trident's request, ECCI has contacted the building inspectors office to obtain a CO for the addition. The building inspector is walking through this morning for a final pass inspection and will likely provide the CO following that (the building inspector did walk through and issued the CO for the project later in the day on 8/22/19). ECCI is drafting the substantial completion form. Marc asked Jon to include a list of the remaining punch list work items with the draft of the form and it will be reviewed and discussed. The remaining items to be completed are likely to be: stair nosing replacement (color change to black), phase 2 parking lot striping, hydroseed, tree plantings at pond, remaining gym wall pads, room signage at addition. The gym floor installation will be complete tomorrow 8/23/19. The new Cafe space is completed, less window sills which will be installed tomorrow 8/23/19. ECCI has begun assembling the closeout and warranty documentation and will likely have it completed the week of 9/9/19. This meeting item will be closed as this is the last regular progress meeting for the project.						
1.10	1	Next Meeting	Jon Krygeris (Eckman Construction Company, Inc.)			Closed
Official Documented Meeting Minutes: This meeting item will be closed as this is the last regular progress meeting for the project.						
1.11	2	Requisitions	Jon Krygeris (Eckman Construction Company, Inc.)			Closed
Official Documented Meeting Minutes: The July requisition is being processed for payment. ECCI expects that there will be regular August requisition and a final September requisition that will close out the project. This meeting item will be closed as this is the last regular progress meeting for the project.						
1.14	5	Change Requests & Change Orders	Jon Krygeris (Eckman Construction Company, Inc.)			Closed
Official Documented Meeting Minutes: Marc asked that the winter conditions deduct be drafted as CO #6 and that CO #7 will be the final contract reconciliation.						
1.15	23	Boiler Water				Closed
Official Documented Meeting Minutes: Jon stated that prior to OMI issuing a recommendation regarding the boiler water that they be provided the water quality reports that were created for the potable water treatment. Alan will get these and get them to Jon and they will then be provided to OMI. This meeting item will be closed as this is the last regular progress meeting for the project.						

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