



Meeting #16

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: 04/25/2019 **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	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	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 (Eckman Construction Company, Inc.), Jon Krygeris (Eckman Construction Company, Inc.)			Open
Official Documented Meeting Minutes: Jon asked if there were any safety concerns. None noted. ECCI is likely going to wait to install the underground sewer holding tank and sewer line until just after school ends. This will allow for the mason and window sub to complete their work and, most importantly, will keep work out of the area used for recess access.						
1.6	1	Look Ahead Schedule	Mike Tremblay (Eckman Construction Company, Inc.)			Open
Official Documented Meeting Minutes: Mike noted that the mason has mobilized and has staged the west elevation of the addition and has started installing rigid insulation. MEP rough inspections are completed in the building and drywall is installed at the 2nd floor and installation has begun on the 1st floor. Paint is scheduled to start the week of 5/5 and ACT the week following that. Marc asked about the mason's schedule impact on the drywall window returns and if costs would be incurred for the drywall sub to do this after. ECCI has been reviewing that issue already. This is to be determined.						
1.10	1	Next Meeting	Jon Krygeris (Eckman Construction Company, Inc.)			Open
Official Documented Meeting Minutes: The next meeting is scheduled for 5/9/19 @ 9AM.						
1.11	2	Requisitions	Jon Krygeris (Eckman Construction Company, Inc.)			Open
Official Documented Meeting Minutes: ECCI will be drafting the April requisition next week and will send to Trident and LBA for review.						
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: Mike took the opportunity during the school vacation week to investigate this work area further. A column in a masonry wall to be removed was discovered. The structure it supports is complicated. ECCI had SFC Engineering look at it to evaluate what it would take to remove. ECCI and Trident reviewed the preliminary thoughts from SFC prior to the meeting. Marc noted that it could cost +/- \$35,000 to deal with this. Anne presented a revised cafeteria floor plan showing the column. All reviewed the plan, discussed the pros and cons of moving the column and it was decided that the column would remain. It does not have real impact on function of the space as a cafeteria. The column may be wrapped or painted. This will be decided at a future meeting. Greg brought up the idea of running power to this column for future use in the space.						
1.14	5	Change Requests & Change Orders	Jon Krygeris (Eckman Construction Company, Inc.)			Open
Official Documented Meeting Minutes: ECCI will now finalize the Cafeteria Change Order now that it is known the column will remain. The gym floor change order was presented for review and approval on 4/24/19 by email from ECCI to Trident. Jon noted that the Art Metal Lockers have a 3-4 month lead time. ECCI is pricing these assuming that they would be installed during the cafeteria work and that general conditions are covered by that. If otherwise, adjustments will need to be made. Anne is going to look into a phenolic locker option that LBA has used before. ECCI will press the remaining locker sub bidder for a proposal by Tuesday. Either way, ECCI will issue a CE with the available information and a decision will be made. Marc asked if the lockers are being installed furnished and installed. Jon confirmed that this is how they are being priced.						
1.17	8	Lockers	Alan Lajoie (SAU 21)			Closed

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	Official Documented Meeting Minutes: Item tracked under change estimates above. This item will be closed.					
1.18	12	Gym Floor	Anne Ketterer (Lavallee Brensinger Architects)			Open
	Official Documented Meeting Minutes: The gym floor color options were reviewed. "Beech" was selected. Jon will provide direction to the flooring subcontractor to order the Tarkett Omnisport 9.4 Beech flooring.					
1.20	13	Phase 2 Parking Area	Jon Krygeris (Eckman Construction Company, Inc.)			Open
	Official Documented Meeting Minutes: Jon noted that Wickson Construction has issued a schedule for this work that the loam and stump removal and grading will be done in May, gravels and prep in June and paving and striping (completion) in July. Jon asked for an update on the final design for the parking lot and it's revision required by the new playground area. Matt will follow up with Rick Wickson on this. ECCI needs a final, updated civil plan that shows what needs to be built so it can be enforced and everyone is on the same page for what is being built - including any resulting credits due for scope deletion.					
1.22	13	Area of Refuge	Matt Ferreira (SAU 21)			Closed
	Official Documented Meeting Minutes: CE pending. This will be tracked under change estimates above and this item will be closed.					
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.					
	Official Documented Meeting Minutes: Slab moisture probes were installed on Monday. Test results should be available from John Turner Consulting by the end of the week.					
1.24	15	Gym Painting, Table Demo and Wall Pads	Jon Krygeris (Eckman Construction Company, Inc.)			Open
	Official Documented Meeting Minutes: Jon asked for clarification on the wall pad scope. Alan and Jon walked the gym area after the meeting and wall pads will be priced for both short end walls of the gym. The color priced will be grey. It was discussed and agreed that Alan will handle removal of all the posters and non-permanent items on the walls in prep for paint. The scoreboard and curtain and tack boards will remain in place and will be painted around.					

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