



in association with

August 9, 2011, 3:00 PM, Meeting held at the Searles Building, 2nd Floor Conference Room

MEETING NOTES

Committee Members Present: See sign-in at bottom

Guests Present:	Nancy Goodwin	NG	Finegold Alexander and Associates (FA+A)
	Jim Alexander	JA	Finegold Alexander and Associates (FA+A)
	Gino Baroni	GB	KBA/Trident
	David Breen	DB	KBA/Trident
	Mary Mahoney	MM	KBA/Trident
	Kristy Lyons	KL	KBA/Trident
	Daniel Bradford	DBra	KBA/Trident
	Stephen Theran	ST	KBA/Trident

Item No.	Item	Description
1.	Call to Order	The meeting was called to order at 3:02 PM by the Chair, Suzanne Lamoureux. (SL)
2.	Approval of Minutes	Meeting minutes from meetings held on July 14, 2011 and July 26, 2011. Motion to accept made by Robert Vogler (RV) with a second by Arthur Nicholson (AN). Unanimous vote in favor.
3.	Report on Central School	<p>The Certificate of Occupancy and the Certificate of Substantial Completion have now been issued for the Central School project. A GC punch list valued at \$13,000 remains. The majority of the items relate to as-built documentation.</p> <p>Approximately \$20,000 remains in the Central School project budget; an update will be provided for the next meeting.</p> <p>An added scope to improve the finish on a wall at the entry (\$2,800) is requested by MM and supported by Superintendent Scannell. Motion made by Arthur Nicholson (AN) with a second by Bryan Sweet (SB) to approve the associated work to be performed by MPS. Unanimous vote in favor.</p> <p>Change Order #5 in the amount of \$3,819.99 is presented to close out the General Contractor issues. Motion made by Stephen Zanni (SN) with a second by Arthur Nicholson (AN) to accept CO #5 as presented. Unanimous vote in favor.</p> <p>Repairs due to some water damage from a HVAC condensate line are underway by Bruce Stella. KBA/Trident reports that this was not caused by the GC and is the responsibility of MPS. Costs are expected to be in the range of \$3,000. Motion made by Ann Guastaferrero (AG) with a second by Arthur Nicholson (AN) to accept the scope as presented. Unanimous vote in favor.</p>
4.	Report on HS GMPs	<p>Work on Enabling GMP1 continues with a manpower count of 20- 25 per day seven days per week. Fire alarm work continues in the rink, mechanical cut/cap prep for the demolition continues, the cooling tower has been relocated and the turn-over of the rink for painting is scheduled for August 15.</p> <p>KBA/Trident expects Dimeo to provide firm dates for Early Release GMP2 submission and, with 100% documents now issued, for subtrade bidding for the Final GMP.</p>

Item No.	Item	Description
5.	Amendments	<p>Two amendments are proposed to modify the Finegold Alexander + Associates' contract (the content of each amendment has been approved previously): Amendment #6: Enabling, Early Release and Value Engineering Amendment #7: Abatement Monitoring work Motion made by Arthur Nicholson (AN) with a second by Stephen Zanni (SN) to accept Amendment #6 and #7. Unanimous vote in favor.</p>
6.	Invoices	<p>Invoices for work through July 2011 were presented:</p> <p>Finegold Alexander + Associates (2) Motion made by Stephen Zanni (SN) with a second by Arthur Nicholson (AN) to approve FA+A invoices. Unanimous vote in favor.</p> <p>Trident (1) Work related to Quinn Building envelope. Motion made by Arthur Nicholson (AN) with a second by Bryan Sweet (BS) to approve Trident invoice. Unanimous vote in favor.</p> <p>Morris Rossi (1) Legal work related to GMP1. Motion made by George Kazanjian (GK) with a second by Bryan Sweet (BS) to approve legal invoices. Unanimous vote in favor.</p>
7.	Other Business	<p>GB presents Memo #51 regarding Construction Change Directives (CCDs). Added to Memo #51 is the authorization of the Mayor and the SBC Chair to execute CCDs. A review of any executed CCDs will be presented to the SBC at the meeting that follows any execution of same.</p> <p>A motion to approve previously distributed CCDs 1 – 3 and to accept Memo #51 and the added authority to sign CCDs is made by Bryan Sweet(BS) with a second by Stephen Zanni (SZ). Motion carries by majority vote 10-2.</p>
8.	Adjourn	<p>Motion made by George Kazanjian (GK) to adjourn, seconded by Bryan Sweet (BS). Unanimous vote in favor to adjourn at 4:00 pm.</p> <p>The next meeting will be held on August 23 at 3:00pm.</p>

To the best of my knowledge, these notes are a fair representation of the issues and items discussed at the meeting. Additional items or corrections should be brought to the attention of the writer.

Submitted by: Stephen Theran



**CITY OF METHUEN
BUILDING COMMITTEE**

Sign-In Sheet

Tuesday, August 9, 2011

Name	Initials
Mayor William Manzi, III	Wm Manzi
Lauri Antonacci	LA
John Cronin, Jr.	JC
James Giuca	JG
Barbara Grondine	BG
Ann Guastafarro	AG
George Kazanjian	GK
Thomas Kelly	TK
Suzanne Lamoureux	SL
Joseph Leone	JL
Dorothy Najolia	DN
Arthur Nicholson	AN
Frank Russo	FR
Judith Scannell	JS
Bruce Stella	BS
Bryan Sweet	BS
Robert Vogler	RV
Stephen Zanni	SZ