

## **5/7/18 Minutes**

### **LBC Meeting @ Sherborn Police Station**

Present: Chris Kenney, Adam Page, Elizabeth Johnston, Libby Yon, Richard Littlefield, Mark Brown, Alexis Madison, Heather Willis, Mary Moore, John Sayre-Scibona (DTI), Peter Byerly (BAA), Jeff Waldron – Advisory. Not Present: Roger Demler, Jim Kolb

Meeting called to order by vice Chair Mark Brown at 7:04. Request for a motion to approve the Meeting Minutes of 4/2/18, motion was made, seconded and minutes were approved.

#### **Project update from John Sayre-Scibona on Site work:**

Now being completed by contract staff that Five Star has hired. JW asked about insurance coverage, do we need to investigate? JSS reported that Insurance coverage stays with Five Star. General contract should cover this. Change order costs will be impacted – not clear who is going to summarize these costs. Hammond equipment has been taken off site. The New super for outside work will be onsite – site contractor's crew will likely supervise this.

Laborers are starting to work on existing building storefront. Skylights have been demo-ed – laminated beam has gone in but new skylights are still not installed.

Fireproofing still pending due to cold weather– Just Moller's daily Field Report shows 5/8/18.

Roofing pre-installation conference with Silktown. MB reported it went ok – shop drawings are in place. Pre-roofing installation meeting to be scheduled.

MDEP package response sent to MDEP last week. Expect a response in a few weeks. Sean Killeen and WhiteWater are in touch and will follow up.

#### **Submittals:**

There is concern that FSBC, although they appear to be working through outstanding submittals, are unable to keep up. In addition to the actual site work, there is a lot of administrative work and the weekly OAC meetings suggest that they are not managing/coordinating with BAA efficiently.

The field reports shows continued water penetration again in connector area – this has been going on for several weeks. Peter Byerly reached out to Brian McQuade to explore wood type and determine what type of wood and what the finish is. JSS suggested that we let Five Star know that we will expect them to cover the costs. The wood is a unique finish will be hard to replicate. Chris Kenney suggested that we look at the previous bathroom renovation done by Kneeland – might be worth looking at that plan to see if the wood was identified.

#### **Schedule:**

- 47% complete
- CR10 – JSS indicated that all scope needs to be in the schedule.
- Elizabeth Johnston talked to the movers about new dates, storage, grandfather clock has moved to a new location as repair shop moved.
- Latest date shows late October occupancy
- Owner's Building Insurance will need to be notified of extension beyond August

- We are still hoping for early MBLC grant payment. Lauren Stara is away, EJ will invite her to visit in June and show progress. Suggestion to identify the expensive capital items that are in queue (e.g. roof tiles, generator)
- MB, RL noted that Five Star is adding low value at weekly construction meeting.
  - o Team not delivering on 3 week look ahead
  - o Still no 2<sup>nd</sup> site supervisor
  - o JSS sent another note to Robert Malone
  - o FSBC President Kevin Perrier is unavailable/in Barbados.

**Requisitions:**

- Mark Brown asked about seeing the Pencil Req. at the Tuesday OAC meeting.
- JSS to ask Charin to add to OAC agenda
- Peter Byerly to bring hard copies to the OAC meeting.
- MB comments, Division 5 metals – looks like a lot of overhead. Some discussion.

A motion was made to approve Requisition #16 – April, 30, 2018 in the amount of \$302,930.14 (47% completion). Seconded, Motion passes.

**Pending Change Log:**

Peter Timothy has looked at the CR-291. Peter Byerly to inquire with Peter Timothy on 5/8/18. This change order is messy and we're hoping we can have an order of magnitude with credits estimated to share with LBC and Trustees soon.

Submittal is promised for Generator this week from Five Star with estimated 12-week lead time.

SLIC – Elizabeth Johnston shared decision on new laminate for Trustees table – new choice is better.

Mark Brown read motion to move into Executive Session, seconded, roll call vote by all LBC members “yes”.

8:30pm - Move to Executive Session and did not return to open session.