

## Greenwood ES Roof ARP Permanent Building Committee Meeting Minutes

**PROJECT:** Greenwood ES Roof ARP  
**LOCATION:** Zoom Call

**MEETING DATE:** September 01, 2020

**ATTENDEES:** *(Absent in Italics)*

- |                    |   |   |  |
|--------------------|---|---|--|
| <u>Bldg. Cmte:</u> | <input type="checkbox"/> Joe Bertrand (JB)        | <input type="checkbox"/> Chris Callanan (CC)    | <input type="checkbox"/> Jerry Hammersley (JH) |
|                    | <input type="checkbox"/> Tom Galvin (TG)          | <input type="checkbox"/> John McDonald (JM)     | <input type="checkbox"/> Jason Cohen (JC)      |
|                    | <input type="checkbox"/> Tim Demers (TD)          | <input type="checkbox"/> Janine Fabiano (JF)    | <input type="checkbox"/> Charles Tarbell (CT)  |
|                    | <input type="checkbox"/> Marc Moccio (MM)         | <input type="checkbox"/> Phil Renzi (PR)        | <input type="checkbox"/> Wayne Hardacker (WH)  |
| <u>Town Admin:</u> | <input type="checkbox"/> <i>Steve Maio (SM)</i>   | <input type="checkbox"/> <i>Doug Lyons (DL)</i> | <input type="checkbox"/> Bob Schiaroli (BS)    |
| <u>PMA:</u>        | <input type="checkbox"/> Anthony Lopresti (AL)    | <input type="checkbox"/> Kevin Nigro (KN)       |  |
| <u>Gale:</u>       | <input type="checkbox"/> <i>Jason Wagner (JW)</i> |   |  |
| <u>Public:</u>     | <input type="checkbox"/> Mark Sardella            |   |  |

Meeting called to order by Chair Joe Bertrand at 7:00 PM.

Item	Responsible	Due	Notes
12/19/2019: 01	ALL	NA	<b>General Update: Update 09/01/2020:</b> Meeting to discuss 08/04/2020 meeting minutes for approval, invoices for PMA/Gale/Greenwood Industries to be voted on for approval, HazMat monitoring contracts from PEER to be voted on for approval, and construction update on the Greenwood Elementary School Roof/Accessibility project.
02/06/2020: 01	ALL	NA	<b>Meeting Minutes: Update 09/01/2020:</b> CT 1 <sup>st</sup> , CC 2 <sup>nd</sup> to approve 08/04/2020 PBC meeting minutes was drafted by AL/PMA Consultants. No discussion. <b>VOTE: 8-0-0 Roll Call- UNANIMOUS PASS.</b>
02/06/2020: 02	ALL	NA	<b>Invoices: Update 09/01/2020:</b> <u>PMA Consultants:</u> CT inquired if AL could provide paid to date/budget remaining going forward, AL confirmed no issue. CT 1 <sup>st</sup> , CC 2 <sup>nd</sup> to approve “#009 2020.07 PMA Invoice Greenwood ARP.pdf” in the amount of \$8,836.00 <b>VOTE: 8-0-0 Roll Call- UNANIMOUS PASS.</b>  <u>Gale Associates:</u> CT 1 <sup>st</sup> , CC 2 <sup>nd</sup> to approve “#009 2020.07 Gale Invoice Project 836030 2007162.pdf” in the amount of \$11,202.51 <b>VOTE: 8-0-0 Roll Call- UNANIMOUS PASS.</b>  <u>Greenwood Industries:</u> AL clarified amount being voted on was \$270,921.00 CT 1 <sup>st</sup> , CC 2 <sup>nd</sup> to approve “Greenwood Elementary - AIA Req#1 July Revised FINAL Signed.pdf” in the amount of \$270,921.00 <b>VOTE: 8-0-0 Roll Call- UNANIMOUS PASS.</b>
06/02/2020 :01	ALL	NA	<b>Contracts: Update 09/01/2020:</b> PEER Consultants HAZMAT monitoring: AL noted the two separate proposals from PEER Consultants for the HazMat monitoring, noting the “inside” work is for floor tile mastic removal/skylight caulking and the “outside” work involves concrete parapet caulking removal. AL noted back during schematic design budget approval with the MSBA \$15,000 was set aside for testing and inspections, where this can be funded out of. AL did note the interior work is already complete and PEER proceeded at risk, while the outside work is set to begin. AL last noted the outside work proposal is based on 5 days’ worth of monitoring and if the duration is exceeded, the unit price within the proposal will be utilized for the remaining days the monitoring had to occur.

			<p><b>Interior Floor Mastic Abatement Monitoring Contract</b>  <b>CT 1<sup>st</sup>, JC 2<sup>nd</sup></b> to approve “Proposal- Greenwood School – Wakefield PBC 081920.pdf” in the amount of \$970.00  <b>VOTE: 8-0-0 Roll Call- UNANIMOUS PASS.</b></p> <p><b>Exterior NTWP Concrete Parapet Caulking Removal Monitoring</b>  <b>CT 1<sup>st</sup>, JC 2<sup>nd</sup></b> to approve “PM Proposal – Greenwood School – Wakefield PBC 082820.pdf” in the amount of \$3,650.00  <b>VOTE: 8-0-0 Roll Call- UNANIMOUS PASS.</b></p>
12/19/2019 :02	GALE	NA	<b>Design Update: Update 09/01/2020:</b> No design updates occurred at this meeting.
07/21/2020: 05	PMA	NA	<p><b>Construction Update: Update 09/01/2020:</b> AL noted for the inside work generally small items remaining including fixture install, handicap push plate install, and door security hardware install. AL noted for the roof the asbestos containing material (ACM) caulking removal is slated to begin ASAP, and from here the sheet metal edge work/inside parapet wall roof flashing to follow with Greenwood shooting for this scope to be complete in two weeks or so. AL noted from here, permanent railing install and the gravity vents on the roof would be the only remaining scope. PMA will check in with inspectional services to see if there are any issues occupying the building but if handicap ramp/bathroom work is complete there is not expected to be an issue for the town to use the building (JH noted for renovations this would be his understanding as well). CC inquired if current railings being installed are new, AL noted they are not. AL noted these railings are the old ones being installed as a temp. condition to make the ramp usable and the building occupiable. PMA to inquire with the Building Department confirmation for what may be needed in regards for occupancy that they see or looking for in order to have students return to the school.</p> <p>Ramp Nonconformance- KN noted the architect alerted PMA there were some issues with how the ramp was constructed and a meeting was had in person to review the issues before the official nonconformance was issued. KN noted issues were related to not following approved shop drawings as well as constructability of the ramp (tolerance stack for posts) for how the design was shown thus Gale worked with the contractor to come up with approvable solutions for each issue. AL noted the contractor has stated they are more than 50% down with the needed fixes and Gale’s structural engineer will inspect ASAP once complete but if all fixes are made Gale noted there will not be an issue issuing an affidavit.</p>
12/19/2019 :03	PMA	NA	<b>Cost Update: Update 09/01/2020:</b> AL noted PMA is reviewing Gale’s additional fee request but as it was just issued there was no update to share with the PBC at this time.
12/19/2019 :04	ALL	NA	<b>Public Comment: Update 09/01/2020:</b> No public comment at this meeting.

**Meeting Adjourned- Motion to Adjourn 1<sup>st</sup>: CT, 2<sup>nd</sup>: JC.**  
**VOTE: 8-0-0 ROLL CALL UNANIMOUS PASS 7:44 PM**

*The author of these minutes assumes, to the best of his or her knowledge, that the above content of these Meeting Minutes depict all that transpired during this Project meeting. All attendees are required to address by memo or via e-mail, any omissions, errors or inconsistencies in the reporting of these Meeting Minutes, to the writer, within two (2) business days of receipt of these Meeting Minutes.*

**Prepared By: Anthony LoPresti, PMA Consultants**  
**Signed: Anthony LoPresti**

**Date: 09/08/2020**