

Greenwood ES Roof ARP Permanent Building Committee Meeting Minutes

PROJECT: Greenwood ES Roof ARP

MEETING DATE: March 18th, 2021

LOCATION: Zoom Call

ATTENDEES: (*Absent in Italics*)

<u>Bldg. Cmte:</u>	<input type="checkbox"/> Joe Bertrand (JB) <input type="checkbox"/> Tom Galvin (TG) <input type="checkbox"/> Tim Demers (TD) <input type="checkbox"/> Marc Moccio (MM)	<input type="checkbox"/> <i>Chris Callanan</i> <input type="checkbox"/> John McDonald (JM) <input type="checkbox"/> Janine Fabiano (JF) <input type="checkbox"/> Phil Renzi (PR)	<input type="checkbox"/> <i>Jerry Hammersley (JH)</i> <input type="checkbox"/> <i>Jason Cohen (JC)</i> <input type="checkbox"/> Charles Tarbell (CT) <input type="checkbox"/> Wayne Hardacker (WH)
<u>Town Admin:</u>	<input type="checkbox"/> <i>Steve Maio (SM)</i> <input type="checkbox"/> <i>Joe Conway (JoC)</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>		

Meeting called to order by Chair Joe Bertrand at 7:01 PM.

Item	Responsible	Due	Notes
12/19/2019: 01	ALL	NA	General Update: Update 03/18/2021: Meeting to discuss 02/18/2021 meeting minutes for approval, invoices for PMA/Gale Associates to be voted on for approval, and construction update on the Greenwood Elementary School Roof/Accessibility project.
02/06/2020: 01	ALL	NA	Meeting Minutes: Update 03/18/2021: CT 1st, JM 2nd to approve 02/18/2021 PBC meeting minutes drafted by AL/PMA Consultants. No discussion. VOTE: 5-0-0 UNANIMOUS PASS.
02/06/2020: 02	ALL	NA	Invoices: Update 03/18/2021: AL noted on budget, no issues for any firm. <u>PMA Consultants:</u> CT 1st, JM 2nd to approve "04372 #016 2021.02 PMA Invoice Greenwood ARP.pdf" in the amount of \$1,375.00. VOTE: 5-0-0 Roll Call- UNANIMOUS PASS. <u>Gale Associates:</u> CT 1st, JM 2nd to approve "#016 2021.02 Gale Invoice Project 836030 2102225" in the amount of \$1,548.20. VOTE: 5-0-0 Roll Call- UNANIMOUS PASS.
06/02/2020 :01	ALL	NA	Contracts: Update 03/18/2021: No discussion occurred in this line item at this meeting.
12/19/2019 :02	GALE	NA	Design Update: Update 03/18/2021: No design updates occurred at this meeting.
07/21/2020: 05	PMA	NA	Construction Update: Update 03/18/2021: IR scan of roof from Building Enclosure Associates, BEA, the MSBA assigned/contracted commissioning (Cx) agent happened last Wednesday 03/10/2021 with BEA. 3 areas showed potential moisture near the roof hatch, and next step is for the contractor to be out next Wednesday to perform test cuts to see if there is any wet items, address/fix with photo documentation, and close out this way. WH inquired if needs to be scanned again, AL noted recommendation from the Cx agent was to not scan again as long as PMA/BEA are there to witness the fixes. WH inquired if warranty needs to be updated, AL noted its documented fixes/KN noted warranty is already in place and % of patching will not be close. Warranty is for 12 months with contractor, after that its Sarnafil (manufacturer) warranty certain amount of years from substantial completion date. AL to review contract language, with amount of years. PR inquired on image in scan, AL noted it is divider curb. AL noted has membrane

			over it but is just blocking. After test cuts/fixes, retainage will be voted on to be released to the contractor (amount held is currently \$7,500). Size of anomalies just noted as small (JM inquired on size), AL noted Cx agent said roof looked good in general from the scan.
12/19/2019 :03	PMA	NA	Cost Update: Update 03/18/2021: AL provided update on budget, \$1.675M at town meeting, budget more so at \$1.2M, and spent \$1.125M to date. 75k left to bill but all will not be billed due to underrun from PMA. Budget is in good shape. PR inquired PMA left to bill, AL noted dependent upon closeout documentation from MSBA but AL/KN noted it will be well within budget.
12/19/2019 :04	ALL	NA	Public Comment: Update 03/18/2021: No public comment at this meeting regarding the Greenwood Elementary School Roof project.

Meeting Adjourned- Greenwood ES Roof ARP first project discussed at this meeting and finished before vote occurred to end meeting.

(Greenwood portion of this meeting commenced at 7:16 P.M.)

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 regarding this project. 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: 04/14/2021