

Meeting Minutes
 Project:
 Meeting Date:
 Next Meeting Date:

Senior Center Building Committee
 Ludlow Senior Center
 August 20, 2020 6:05pm

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2020 SEP 17 A 8:40

TOWN OF LUDLOW

Attendees:

- ✓ Fred Lafayette - Chairman
- ✓ Richard Moskal - Vice Chairman
- ✓ Derek DeBarge - Bos Rep.
- ✓ Steve Santos
- x Marco Crescentini - Dietz
- x Rob Todisco - P-Three Inc.
- ✓ Matias Gonsalves
- ✓ Mike Szlosek
- ✓ Jodi Zepke - COA Director
- x Daniel Pallotta - P-Three Inc.
- ✓ Nick Jablonski - P-Three Inc.
- x Meaghan Tuttle - P-Three Inc.

Location: Current Council of Aging Building

Initial Date	Responsible	Status	Description
8/20/20	Owner	For Record	Authorized Signer of Bills: The current authorized signer of bills is Fred with Jodi as a back up/alternate. Derek made a motion to keep Fred and Jodi as authorized bill signers. Mike seconded the motion. All in favor.
8/20/20	Owner	For Record	Meeting Minutes: Steve made a motion to approve the meeting minutes from last meeting dated 7/30/2020. Jodi seconded the motion All in favor. Derek and Mike abstained. Fred, chairman of the board, expressed his appreciation for Nick of P3.
8/20/20	P3	In Process	Construction Schedule Update: P-Three informed the committee of the current progress of the project. Currently the contractor is installing the parking lot gravel base, prepping and pouring sidewalks/exterior pads, hanging drywall as well as mudding and tapping, painting both the interior and exterior, and continuing mechanical piping and ductwork. The contractor is currently on schedule with their contracted work but there may be a delay due to Verizon. They are required to replace two utility poles on first avenue in order for the building to receive permanent power. The town has provided payment and all paperwork. P-Three and the town will continue to reach out to Verizon to schedule this work ASAP.
8/20/20	P3	In Process	Project Budget Update: P-Three provided an updated Project Budget Report, PCO log and Contingency Breakdown. Currently the project is still well under budget. Our current contingency is at \$650,787.06. There is currently \$59,422.25 of P3 and Dietz approved PCOs and \$34013.13 of other pending PCOs. Assuming all are approved at the current cost that would reduce our contingency to \$542,247.85
8/20/20	P3	For Record	Change Order Review: PCO 42 was presented by P3 at \$8,002.09. The building committee voted to proceed with this work last meeting. PCO 49 for the automatic transfer switch was presented to the committee and explained that it included the wiring to the generator pad as it would be a cost savings to connect to the transfer switch now rather than down the line. It was also noted that in order to purchase a generator it may have to go to town meeting for approval. PCO 52 millwork changes was explained as additions to make better use of cabinets in the center. It is noted that Jodi agreed to these changes presented by Nancy of Dietz without knowing their was an additional cost. PCO 53 ceiling hung partions in the bathrooms is a cost due to a request made by Jodi during design that was not included in the documents(design miss). continued...

8/20/20	P3	For Record	<p>Change Order Review:</p> <p>PCO 54 steel posts for halfwa11 was an addition to the project the design team recommended after noticing the instability of the lobby wall(design miss). PCO 56 restroom bump outs had to be constructed for the change order. PCO 57 is for towel dispensers. They did not fit in the original sized wall. PCO 58 is for granite pavers. The cost for granite pavers in a mortar bed on top of the exterior pad. The committee would like pricing on other options to be explored. Mortar bed</p> <p>RECEIVED TOWN OF LUDLOW SEP 17 A 8:40</p>
8/20/20	P3	For Record	<p>Change Order Approval:</p> <p>Derek made a motion to approve PCO 42 at \$8,002.09. Jodi seconded the motion. All in favor.</p> <p>Derek made a motion to approve PCO 49 at \$31,541.39. Jodi seconded the motion. All in favor.</p> <p>Steve made a motion to approve PCO 52 at \$3,314.06. Derek seconded the motion. All in favor.</p> <p>Derek made a motion to approve PCO 53 at \$2,263.11. Richard seconded the motion. All in favor.</p> <p>Derek made a motion to approve PCO 54 at \$732.02. Mike seconded the motion. All in favor.</p> <p>Matt made a motion to approve PCO 56 at \$843.58. Derek seconded the motion. All in favor.</p> <p>Steve made a motion to table PCO 61 until more info is received. Derek seconded the motion. All in favor.</p> <p>TOWN OF LUDLOW</p>
8/20/20	Owner	For Record	<p>Open Discussion:</p> <p>Discussed the possibility of a sprinkler system. The only area of the site to be covered would be the grass between the building and state street. Contractor to price.</p> <p>P3 to look into whether or not the revision to the site drainage was a design miss or owner request. It is unclear if this was not implemented in the original design for value engineering or not.</p> <p>P3 noted the lack of timely responses from the engineering firm NSE. They have been an on going issue all project and have to constantly be hounded for responses. P3 does not recommend paying them until their performance improves. P3</p> <p>also noted their appreciation of Dietz's work on the project and their commitment to the project. Their engineer's performance does not reflect their in house performance. It was also noted that Forish Construction is performing at a high level.</p> <p>Richard mentioned the option to install a pergola at the back patio. This will be discussed more in the future.</p>
8/20/20	Owner	For Record	<p>Open Discussion:</p> <p>P3 to verify the asphalt thickness per Matt's request.</p> <p>P3 inquired about security and cameras. It was noted by Derek that this is one of the few instances something cannot be discussed at an open meeting. P3 will coordinate properly with the town.</p>
8/20/20	Owner	For Record	<p>Approvals:</p> <p>Richard made a motion to approve P3 Invoice 18. 2nd by Mike. All in favor.</p> <p>Richard made a motion to approve P3 Invoice 19. 2nd by Derek. All in favor.</p> <p>Richard made a motion to approve Dietz invoice 21. 2nd by Matt. All in favor.</p> <p>Dietz invoice 22 will be tabled due to the engineer's performance.</p> <p>Richard made a motion to accept Forish payment requisition for July at \$600,028. 2nd by Mike. All in favor.</p>
8/20/20	Owner	For Record	<p>Motion to Adjourn:</p> <p>Motion to adjourn made by Richard, seconded by Jodi. Unanimous vote to adjourn at 7:56 pm.</p> <p>Next Meeting date/time do be determined.</p>