

LESLIE HENNESSEY, Director

Senior Center Building Committee
May 05, 2021
Meeting Minutes
Virtual Meeting via Zoom

Present: Leslie Hennessey, Linda Young, Diane Mulvaney, Jeff Cyr, Kevin McAllister, Carol Constant, Ted Boulais, Richard Ness, Michael Siddall, Doug Goulet, Chris Wante, Tim Eagles, and Anne Capra

Not Present:

The meeting was called to order at 5:03 pm by Diane Mulvaney.

Approval of Prior Minutes

Carol Constant noted that her name was misspelled as “Carlo” under the “Approval of Prior Minutes” section. The correct spelling is “Carol”.

Diane Mulvaney made a motion to accept the minutes of the April 07, 2021 Building Committee meeting, with the noted correction, which was seconded by Carol Constant and unanimously approved via roll call.

Building Walk-Through

Colliers was thanked for setting up the building walk-throughs for the committee members.

Project Update

Substantial Completion Date

The substantial completion date of 04/30/2021 was not met by the general contractor. Barring issues outside of their control, Souliere & Zepka have stated that they intend to achieve substantial completion on 05/21. The contractor is continuing to work hard to meet the new date of substantial completion; they are working extended hours (10-12 hours/day) and weekends. The Committee is very concerned about the schedule delays and the potential additional costs for which the project may be responsible. Discussion occurred regarding pursuing liquidated damages. Colliers advised the Committee to allow completion of the project. Recouping damages should not be considered until all of the impacts are understood.

Colliers will continue to monitor the schedule and the contractor’s progress; and will update the committee if issues or delays occur that impact the current completion schedule.

Fitness Trails and Playground Equipment.

Doug Goulet reviewed the pricing for the playground site prep and noted that after several revisions by the contractor, the final pricing for the playground site work is \$2,664.00 over the amount of the allowance. Anne Capra verified that all of the other funding is covered for the Fitness Trail site & equipment, and the playground equipment. Colliers requested that the additional costs be approved and taken out of the project contingency.

Jeff Cyr made a motion to approve the additional playground site preparation cost of \$2,664.00. Seconded by Linda Young. Via a roll call vote, the motion passed unanimously.

Project Budget Update

Doug presented the total project budget status report, construction budget status report and contingency budget status report. Doug highlighted the invoices that have been approved since the committee last met which were: Colliers (\$14,025), Souliere & Zepka (\$803,010.91 – this was their March invoice), edm (\$8,537.37), South Hadley Electric Light Dept. (\$11,188.41), A to Z Moving (\$180.00). BBE Office Interiors (\$110,736.24), and Bailey Mechanical

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(\$152.00).

New Business

Additional Fire Protection Heads to be Added:

Chris Wante informed the committee that the Fire Marshal is requiring additional fire protection heads be added above the cloud ceilings. This appears to be a code requirement that was missed during design. Edm is exploring several options as an alternate to installing the additional heads. The exact cost and schedule impact are unknown at this time. Edm plans to have the issue resolved by the end of this week.

A sub-committee [Diane Mulvaney, Jeff Cyr, Ted Boulais] was formed to review and address the issue. The sub-committee will have financial decision-making ability up to \$35,000; costs in excess will be deferred to Michael Sullivan. A motion was made by Kevin McAllister to create a sub-committee, with the above listed financial capability. Seconded by Carol Constant. Via roll-call vote, the motion passed with 6 yeas, 1 nay.

Adjournment

The meeting was adjourned at 6:24 pm by Diane Mulvaney.

Items Distributed Prior to this Meeting

1. 04/07/2021 Meeting Minutes
2. Monthly Construction & Financial Update dated May 05, 2021
3. Financial Status Report dated April 29, 2021

Next Meetings

June 02, 2021