



Meeting Minutes

1 - Detailed, Grouped by Topic for each Meeting and by 'Old Business' and 'New Business'

North Country Union Junior High School
 57 Junior High Drive
 Derby VT 05829

Project # 14-5381.02
 Tel: Fax:

DEW Construction Corp.

Owner Meeting 4

Date	Start	End	Next Meeting	Next Time	Prepared By	Company
7/22/2014	10:00 AM	11:15 AM	8/5/2014	10:00 AM	Sara Bosworth	DEW Construction Corp.

Purpose	Location	Next Location	General Notes
Project update	NCUJHS - Library	NCUJHS - Library	Attachments: 1) Air Sealing Update Sheet

Attended By	Non-Attendees
DEW Construction Corp. - Matt Cadieux	Stephen Pitkin - Stephen Pitkin
DEW Construction Corp. - Sara Bosworth	North Country Union Jr. High School - Colleen Storrings
Scott & Partners Architects - John Alden	North Country Union Jr. High School - John Castle
DuBois & King, Inc. - Jeremy Rathbun	North Country Union Jr. High School - Richard Cartee
North Country Union Jr. High School - Glenn Hankinson	North Country Union Jr. High School - Elizabeth Butterfield
North Country Union Jr. High School - Joyce Lantagne	
North Country Union Jr. High School - Kevin Hodgeman	
North Country Union Jr. High School - Nicole Corbett	
North Country Union Jr. High School - Scott Boskind	
Stephen Pitkin - Larry Letourneau	
North Country Union Jr. High School - Kristin Mason	

Item	Meeting Item Description	Resp	Status	Due Date	Compl'd	Cls'd
01 - Schedule						
Old Business						
Project Schedule:						
001-007	004A - Abatement is in the final phase and to be done by Friday 07/25/14. 004B - Rough-in has begun in all area's except in the Culinary, Science, and Tech Ed. 004C - Shower floors being removed. 004D - Floor base began yesterday in Language Rooms. 004E - Coils are being installed. 004F - AHU #3 being installed today. 004G - Building 1990 all Trane rough-in has be completed and T-Stats can now be installed, as all patching was done this week. 004H - New waterline has been sanitized and water test is occurring. The results should be ready tomorrow. 004I - DEW will schedule water shutdown, as it will be down 1/2 day, 07/23/14.	DEW	Open	6/6/2014		No



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02 - RFI's

Old Business

Door Frame:

002-007		003A - Rabbet Frame - Keep with what was bid and do not try to match existing.		Closed			Yes
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03 - Submittal's

Old Business

Epoxy Color Selection:

002-006		<ul style="list-style-type: none"> - NCUJHS thought there were 2-3 colors Type 'B'. - NCUJHS thought there was 2 color Type A. - Samples needed: <ul style="list-style-type: none"> - Shale - Acdia - Red Rock - Ocean - Sea Grass - Sahara - Tuscany - Colors were selected for Type 'B' and 'C'. - Sara B to ask VTP for samples before final decision can be made for Type 'A'. 		Closed			Yes
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Update 07/08/14 -

- Physical samples for Type 'A' were to arrive last week, but they did not arrive. Sara B will bring them as soon as they arrive.

Update 07/22/14 - All colors were selected last Monday and work has begun.

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04 - Cost Issues

Old Business

Air Barrier:

002-003		<ul style="list-style-type: none"> - After reading #4 of CPR #1, DEW brought up hiring a subcontractor. - DEW to provide estimate for us to do the work. 	DEW	Open			No
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Update 07/08/14 -

- Room 114 has been completed (minus cleaning). Matt C has asked that the review occur today and any comments. Once approved Sara B to provide cost for knowledge.
- Classrooms then hallways then library.

* Post Meeting Update: Room 411 was reviewed/inspected and approved. At each owner meeting DEW will update owner on current cost.



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		Update 07/22/14 - - As of July 18, 2014 cost is approx \$8,240. This includes all labor and materials for Rooms: 416, 415, 414, 413, 412, 411, 410A, 410, 406A. - Room 409 will be done last as that is currently where the main office is being staged.					
Girls Stalls:							
003-001		- DEW has been asked to get a quote for girls stalls.	DEW	Closed			Yes
		Update 07/22/14 - - Was priced out, accepted and order has been placed.					
Girls Locker Base:							
003-002		- DEW will cut existing bases and pour a new base for new lockers.	DEW	Closed			Yes
		Update 07/22/14 - - Will be tracked under cost issues.					
Masonry Exterior:							
003-003		- DEW is getting it priced this week, RK Masonry will be onsite this afternoon to inspect exterior for complete pricing.	DEW	Closed			Yes
		Update 07/22/14 - - A quote was given for \$8,870 this does not include any window or caulking work. This portion was approved and work can begin. DEW will perform rest of the scope under T & M.					

Item	Meeting	Item Description	Resp	Status	Due Date	Compl'd	Cls'd
05 - New Business							
Old Business							
Test/Balance:							
002-010		- Stand alone systems for testing/balancing. What is schedule?		Open			No
Dubois & King Site Visit:							
003-006		- Jeremy is coming up on Thursday and will walk site with Kevin. Kevin indicated that he wanted to walk and discuss dead end pipes and lack of thermostats. Direction to follow.	Jeremy (D & K)	Closed	7/10/2014		Yes
		Update 07/22/14 - - Was onsite. Field report was not issued. DEW creates RFI's on all itmes discussed to make sure direction was not missed.					
Pipe Flushing:							
003-007		- DEW indicated that the specs and manufactures indicated to flush once, plans calls for 2 flushing. DEW has asked Jeremy if only one (1) flush is okay. Ouellette is currently finishing first flush.	DEW/D & K	Closed			Yes



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New Business							
Shower Stalls:							
004-002		- Where walls are removed DEW needs to review wall surface with epoxy coating as face block was found. John Alden indicated if the epoxy subcontractor has a wall of smoothing out or the mason can parge area.	DEW	Open			No
Fire Marshall Code Compliant:							
004-003		- Scott Boskind has concern with the latest report from the Fire Marshall. All new work that is being installed where it crosses from a hallway to classroom has fire dampers. John Alden will be talking to Brad about what his concerns are as all existing duct work is not being inspected for fire dampers and code compliance. - DEW had asked in the RFI if any additional work needed to meet code. Response was to follow contract documents and if additional work is needed direction will be provided.	S&P	Closed			Yes
ADA Compliant:							
004-004		- Bathroom 418B (previously Toilet III) was shown to relocated sink to meet 2010 ADA code, which was 3', (not 5'). It was determined that at this time the tie is not to be changed.		Closed			Yes
Floor:							
004-005		- Scott Boskind asked when he can see a completed floor. Matt C had indicated it should be early next week Matt and Kevin to contact Scott when he can look at the floor.	DEW	Open	7/28/2014		No
Existing Cleanouts and Drains:							
004-006		- Kevin H had asked that all cleanouts located in new epoxy flooring be located and replaced or be abandoned. This will be reviewed today. Also Kevin wanted drain checked to make sure they work properly.	S & P	Open	7/24/2014		No
Shower and Drinking Fountain:							
004-007		- Plumbing inspector had two issues that has caused design changes. 1. Shower water cannot cross from water shower to another. 2. Drinking fountain cannot be located where there are toilets. - Final design coming today or tomorrow, 07/23/14 - intent/sketch was reviewed today.	D & K	Open	7/25/2014		No
Fair Point:							
004-008		- Conduit needs to be run up poll (added work and cost).		Closed			Yes
Wet Sheetrock:							



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004-009		DEW found wet sheetrock behind CUH. John Alden asked that this be open, sheetrock replaced with dense glass.		Open			No
Base on Cabinets:							
004-010		- It was asked if all parties wanted epoxy or vinyl base on wood cabinets.		Open			No

Cc:	Company Name	Contact Name	Copies	Notes
	DEW Construction Corp.	Kate Cross	1	
	DEW Construction Corp.	Tina Pacheco	1	
	North Country Union Jr. High School	Annette Cross	1	

All meeting minute items are considered correct and accurate unless the author is notified in writing within 10 days.

NCUJHS-OWN#005-1990 Air sealing Remediation Sign off sheet (MMC 7/11/14)

190005-Air Sealing
 \$3140 (THRU 7/11)
 \$3600 (7/14-7/18)
 \$1500 materials
 \$8,240

Room Name	Room #	Air Sealing remediation complete	Electrical above ceiling issues addressed	Date:	
Lobby	400				
Vestibule	V.4				
Cubby	401				
Cubby	402				
Cubby	403				
Cubby	404				
Cafeteria	405				
Band room	406	NA			
Band/Chorus	406A				
Corridor	400A				
Corridor	400B				
Corridor	400C				
Corridor	400D				
Corridor	400F				
Library	407				
Office	407A				
Office	407B				
Office	407C				
Chorus	408	NA			
Science	409				
Science	410	OK	OK	7/14/14	Handwritten signature
Science prep	410A	OK	OK	7/14/14	Handwritten signature
Science	411	OK	OK	7/14/14	Handwritten signature
Social Studies	412	OK	OK	7/14/14	Handwritten signature
Social Studies	413	OK	OK	7/17/14	Handwritten signature
Social Studies	414	OK	OK	7/18/14	Handwritten signature
Girls toilet	415	OK	OK	7/18/14	Handwritten signature
Boy's toilet	416	OK	OK	7/18/14	Handwritten signature
1990 Boiler room	417	NA			
Kitchen	418				
Kitchen	418A				
Kitchen	418B				
Kitchen	418C				
Kitchen	418D				
Kitchen	418E				
Kitchen	418F				
Kitchen	418G				

199D air Sealing as of 1-22-17



1
FLOOR PLAN - NEW ROOM NUMBERS

1/16"=1'-0"

Complete
In Progress
Not Applicable.

