

**Woodman Park Elementary School Addition & Renovations and SAU Retrofit
Joint Building Committee
Meeting #26
May 8, 2007
Dover, New Hampshire 03820**

- A. CALL TO ORDER:** A meeting of the WPS Additions & Renovations and SAU Retrofit Joint Building Committee was called to order on Tuesday, May 8, 2007 at 5:05 p.m. at the library at Woodman Park Elementary School.
- B. ROLL CALL:** Present were Jason Hindle, Carolyn Mebert, Doris Grady, Ray Bardwell, and Mark Geuther; Catherine Cheney was absent. Also present were John O'Connor, Superintendent; Laurie Verville, Business Manager; Patrick Boodey, Principal-WPS; Michael Bliss, Clerk of the Works; Gary Goudreau, Goudreau & Associates; Jim Kimball, BPS; and Keith McBey, BPS.

Woodman Park Elementary School:

- C. APPROVAL OF MEETING MINUTES:** Mr. Hindle asked if there were any questions or comments. Mr. Geuther noted the meeting date on the agenda should read April 17, 2007 and not May 8, 2007. Mr. Hindle asked if there were any other comments. Hearing none, Mr. Hindle asked for a motion of approval.

Ray Bardwell moved, Carolyn Mebert seconded, approval of meeting minutes of April 17, 2007. An oral **VOTE PASSED: 5/0**

D. APPROVAL OF E-MAILS:

- a. Phase I Addition Smoke Partitions: Ms. Verville mentioned there are no financial implications with the smoke partitions. Mr. Goudreau stated the Deputy Fire Chief requested a letter from Goudreau & Associates to clarify what would be going in place of the smoke barrier and the reasoning for it. He stated a smoke barrier is a rated wall with the intent to limit smoke from traveling through the walls. However, where the corridors are going to have sprinklers, the regulations state smoke partitions are acceptable. His specs show fire partitions with unfaced insulation tucked between the walls to limit the travel of smoke is acceptable.

Mr. Hindle asked if there were any questions or comments. Hearing none, Mr. Hindle asked for a motion of approval.

Carolyn Mebert moved, Doris Grady seconded, approval of the smoke partitions. An oral **VOTE PASSED: 5/0**

- b. Additional Handrails for Ramps: Ms. Verville stated there is a cost of \$586 for the additional handrail for the ramps.

Mr. Hindle asked if there were any questions or comments. Hearing none, Mr. Hindle asked for a motion of approval.

Carolyn Mebert moved, Doris Grady seconded, approval for the additional handrails for the ramps at a cost of \$586. A roll call **VOTE PASSED: 5/0**

E. CIP FINANCIAL REPORT – WPS Project: Ms. Verville read the following into record:

Ms. Verville reported the balance of the FY 2006 CIP accounts as of May 8, 2007 is \$79,492.31; which remains unchanged.

Ms. Verville reported the balance for the FY 2007 CIP account as of May 8, 2007 is 6,239,855.47; which includes \$9,000,000 for FY 2007 and the supplemental monies for FY 2008 in the amount of \$3,100,000.00 less the expenditures and encumbrances to date. She mentioned this does not include monies for Phase 2 & 3. Ms. Verville mentioned the financials did not include the impact fees, which will have to go back in front of the City Council. They are aware of this fact.

Ms. Grady asked what the remaining amount was after all payments are made; is there going to be enough monies left at the end of Phase I. Ms. Verville mentioned after the adjustment for \$6.30 and the other bills presented this evening the amount remaining is \$248,182.31. Mr. Geuther asked if retainage was included; Ms. Verville said it was.

Mr. Hindle asked if there were any other questions or comments. Hearing none, Mr. Hindle asked for a motion of approval.

Carolyn Mebert moved, Ray Bardwell seconded, approval of the CIP Financial Report. An oral **VOTE PASSED: 5/0**

F. PAYMENT OF BILLS:

- a. Cocheco Printworks Invoice #28451 dated 4/12/07 for \$559.96

Mr. Hindle asked if there were any questions or comments. Ms. Mebert asked what these were; Mr. Bliss mentioned it was a full set of specs that he has in his trailer. Mr. Hindle asked if there were any other questions or comments. Hearing none, Mr. Hindle asked for a motion of approval.

Ray Bardwell moved, Doris Grady seconded payment to Cocheco Printworks in the amount of \$559.96. A roll call **VOTE PASSED: 5/0**

- b. Dec-Tam Corporation Invoice #9054 dated 3/31/07 for \$1,140.00

Mr. Hindle asked if there were any questions or comments. Hearing none, Mr. Hindle asked for a motion of approval.

Ray Bardwell moved, Carolyn Mebert seconded, payment to Dec-Tam in the amount of \$1,140. A roll call **VOTE PASSED: 5/0**

- c. Cocheco Printworks Invoice #28505 dated 4/23/07 for \$12.90

Mr. Hindle asked if there were any questions or comments. Mr. Geuther mentioned the copy of the bill shows the amount as \$19.20. Mr. Bardwell moved to amend the amount to \$19.20, Carolyn Mebert seconded. Mr. Hindle asked if there were any other questions or comments. Hearing none, Mr. Hindle asked for a motion of approval.

Carolyn Mebert moved, Doris Grady seconded, payment to Cocheco Printworks in the amount of \$19.20. A roll call **VOTE PASSED: 5/0**

- d. Bonnette, Page & Stone, App. #8 dated 3/31/07 for \$542,618.00 (\$542,618.00 less retainage of \$1,035.70; amount being paid at this time \$541,582.30)

Mr. Geuther asked if the contract states at a certain point no further retainage would be withheld. Ms. Verville stated she is handing out a copy of the contract highlighting the section regarding payment. Ms. Verville also stated that payment apps 1-6 had 10% withheld for retainage and once the project reached 54-56%, the retainage percentage dropped until the retainage dropped to zero. Mr. Goudreau mentioned 5% is withheld on the total cost of the GMP value; which will eventually go down to zero. Mr. Geuther asked if we are late in paying this app. Ms. Verville said it was dated March 31, 2007, but was not received, she believes, until April 16th, which was too late to place on the agenda for payment. Mr. McBey said this was due to his delay; he was busy getting prepared

for Phase 2 & 3 and was late getting app #8 to Mr. Goudreau and it missed the April JBC meeting. Mr. McBey said he has one more bill to be paid and then everything will be up-to-date.

Mr. Hindle asked if there were any other questions or comments. Hearing none, Mr. Hindle asked for a motion of approval.

Carolyn Mebert moved, Ray Bardwell seconded, payment to Bonnette, Page & Stone in the amount of \$542,618. A roll call **VOTE PASSED: 5/0**

e. Bonnette, Page & Stone, App. #9 dated 4/30/07 for \$578,957.00 (no retainage).

Ms. Verville said she has received App #9, which have been signed-off on by Mr. Goudreau. She mentioned Mr. Goudreau and Mr. Bliss both looked at the application and everything on the list has been completed to date and verified there is nothing being stored on site at this time. Mr. Bliss said since the March application, no items are being stored on site. Mr. Hindle asked if there were any questions or comments. Hearing none, Mr. Hindle asked for a motion of approval.

Mark Geuther moved, Doris Grady seconded, payment to Bonnette, Page & Stone in the amount of \$578,957. A roll call **VOTE PASSED: 5/0**

G. UPDATE BY MICHAL BLISS, CLERK OF THE WORKS: Mr. Bliss mentioned that BPS has been aggressive during Phase 1. They are now extending the dust partition into the existing school to get a leg up on the work to be done in the summer. He said BPS might have been too aggressive at times and there is a need to give more notice to Mr. Boodey before doing any work in the existing building. He has spoken with Dr. O'Connor, Mr. McBey and Mr. Kimball because of a few issues that have come up regarding the air quality and health concerns by staff. He said we are reaching the end of a very long school year and are trying not to do extensive work in the existing building.

Mr. Bliss said recently they were cleaning trap doors at end of hallway; which affected one teacher in that area. Mr. Bliss said the trap doors are going to be cleaned on a regular basis for easy access. When they originally opened the doors there was 5-6 years of debris composting and there was no access available. He then mentioned air is not going to be draw in off that area anymore. He said the air was tested for mold and one day it showed something and the next nothing. They also tested for extra fine particulates and they have no handle on exactly what is affecting staff, but are staying on top of it. A representative from RPF met with staff on the tests and the meaning. Mr. Bliss said it is hard to tell because what might affect one person might not affect anyone else and that makes it difficult to narrow down the options.

He then mentioned he had been told of some windows leaking after this last bought of rain with the driving wind. There may be an issue where these windows are not going to be replaced and either have been or are leaking and doesn't want issues with a new building around older windows with possible leaking issues. Mr. Hindle asked if the leaks were isolated. Mr. Bliss said there were certain areas showing signs of leaking and it looks like water was coming down the wall behind shelving and making a puddle on the floor.

Air Quality Experts were working on the abatement off the staff room on the lower level Friday night until midnight and then on Saturday. Testing was done for asbestos throughout the school, which came back totally clean. Mr. Bliss said at this time they have been removing mostly pipe insulation. Mr. Bliss said they did a great job and the same foreman will be back for the rest of the work once summer begins. He said he was easy to work with and was professional. Ms. Verville then asked if it had been determined the leaks in the windows were due to a sash issue. Mr. Bliss stated he hasn't seen enough to determine that at this time. Ms. Verville said she believed it was last August when she talked with a sales rep for NH Glass and was told it would cost \$50.00 per window to fix. She also mentioned there were 2 other sales reps she contacted; 1 from MA and the other was from down south. Mr. Bliss asked if the windows were still under warranty; Dr. O'Connor said they were installed over 6 years ago and the warranty would be void. Ms. Verville then asked if she pulled her notes together, would Mr. Bliss

look into the windows for her. Mr. Bliss said he'd be happy to. Dr. O'Connor then suggested having Mr. Boodey query his staff on if they've noticed windows leaking in their rooms. He mentioned last year the nurse's office and another room the windows looked like aquariums with the water that was between the double pane glass and have since been replaced. Dr. O'Connor said the information won't be accurate, but it will give an idea on the areas to look into. Mr. Goudreau said he does have a list of salvaged items that could be used as spare parts if they fit. Patrick Boodey asked about the steam in the tunnels. Mr. Bardwell said he phoned Mr. Belanger regarding borrowing his robotic equipment to send into the tunnel but has not heard back from him. Mr. Bliss said someone from RPF could go in and take photos. There may be a problem locating the leaks where the system is not running. He is aware of a couple of rooms that have leaks due to paint peeling. RPF was looking into finding a plumbing contractor to do the work but was not successful. Mr. Bliss stated a tech from RPF could go and take pictures of the leaks. Mr. Bardwell mentioned using pressure in the system to locate the leaks; Mr. Bliss stated that appears to be the best option at this time. Mr. Bliss also mentioned these need to be corrected before the next heating season to prevent possible failures in the system during the colder months. This is also something that will be discussed at the next construction meeting.

- H. PROGRESS REPORT BY BONNETTE, PAGE & STONE:** Mr. McBey began by stating Phase 1 is winding down and they are beginning to branch out by doing some prep work outside of the existing building. He mentioned the area out front being a big deal and the need to have it completed. He stated the need to get together with Mr. Boodey to coordinate the work to be done. Mr. McBey also mentioned that back at his office Phase 2 & 3 are going well and he has sent the contract to Ms. Verville for review. Mr. Hindle asked about the time line and if Mr. McBey could have a list of items/work to be completed over the next 7 weeks along with a schedule for the summer ready in the next 2-3 weeks; Mr. McBey stated he could. Mr. Geuther then asked if the committee members would be receiving a spreadsheet on the bid results like they did for Phase 1. Mr. McBey stated he is still working on the spreadsheet and will get it to everyone as soon as he is done.
- I. OTHER:** Mr. Hindle asked if Dr. O'Connor could discuss the results of the air tests with the committee. Dr. O'Connor stated he would be happy too but would first like to discuss his attempts to have the spiral staircase and items in the balcony picked up by someone in salvage. He said there was one company interested in the spiral staircase and asked if he could send some pictures to them. When he went back to the school to take the pictures, the staircase was gone.

Dr. O'Connor began the discussion on the air tests. He mentioned Mr. Francouer was present at the staff meeting held on Monday, May 7th after school. Dr. O'Connor said he went over the results as it was explained to him and Mr. Francouer was there and verified what he said was accurate. He said what they tested for is not causing the problems. He mentioned the staff did not seem convinced the building is not causing the health issues. On May 1st the testing began with doing an outside fungal count. Dr. O'Connor explained they take samples by the cubic meter and hand count spores that show up in the petri dish. They began by doing a control outside, which came in at 1,720 and stated the numbers change due to different contributing factors like pollen, after a rain storm, etc. There were a total of 6 rooms sampled and an inside room with no windows was used as a control. The control room came back at 440, 4 rooms came back at numbers 880 down to 440. The two rooms with the concerns were on the first floor and top floor and those came back at 2,600 and 6,020. One room where the roof was leaking and caused the ceiling to fall down also had a lot of mold in the room but that was closed off and hasn't been used for a while. For A/P (*Aspergillus/Penicilium*) the outside count was 132, the control room was <22 and all other rooms were well within the range. Dr. O'Connor said where there were unusual spikes, it was suggested to test a second day.

May 2nd the second test was done. Outside count: 1,390; control room: 550; room previously at 6,020 count is now 418; and the room previously at 2,600 count is now 572. The person doing the testing stated one factor for the lower numbers could be due to windows being open throughout the building for a good part of the day, where the previous test the building had been closed up because of cooler temperatures. The numbers were still all within range. Dr. O'Connor also mentioned there were no standards for testing fungal spores and was told any count over 5,000 there should be some concern.

Dr. O'Connor then mentioned he pulled the report of the test completed back on June 8, 2006 and stated the outside count was at 40,500 and the room that had the high count this past test was at 18,000 back in 2006. Mr. Geuther mentioned this was assuming the outside air is okay to breath. Dr. O'Connor said air could be unhealthy with pollen. Dr. O'Connor then mentioned the fine particulate testing done on May 1st the outside count was 8,000. He also stated there were 18 different areas tested throughout the school and 16 of the 18 were within range. There were two rooms with a higher count, one was at 8,420 and the second was at 10,400. Mr. Boodey mentioned the person doing the testing said there had been a lot of cleaning going on throughout the school and in one room a tile had come down a couple hours before the test, which could have affected the count. Mr. Bliss said the room next to 108B (10,400) was also tested and came back with a low count. Mr. Bliss also mentioned with the ultra fine particulate testing, the reading is immediate but it does not show what the issue is. However, it does show what areas need to be tested further. Mr. Goudreau mentioned the testing could be with the difference on the number of windows opened in an area and if those windows have been opened or closed throughout the day; this will cause inconsistencies. Dr. O'Connor then mentioned the light well at the end of the hallway and the concern on if mold or bacteria had gotten in. The filter was tested and came back clean. Mr. Boodey mentioned a new filter was put in back on February 14th and was replaced in April. Mr. Bliss mentioned one room where either a window malfunctioned or was left open during the rain. The teacher in the room started to smell a musty odor and 1-2 days before the testing was done, the teacher found books that were left on the window ledge had gotten wet and moldy. The teacher threw out the books and cleaned the area. Ms. Mebert stated aspergillum does grow on paper. Dr. O'Connor then mentioned all the books in the building that have been donated over the years, how many of them could have gotten wet and have mold growing on them. Or even with items in storage, what are the conditions of those materials. Mr. Francouer said abnormal readings could come from lifting the corner of a rug/carpet. There are 100,000 different items they did not test for; these are also items that are not harmful. They concentrated on items that could make people ill. Dr. O'Connor mentioned WPS is tested year after year. The June 8, 2006 testing came back with suggestions, which the school was already doing. The one thing not followed through on was the removal of the mold from the one room. There was a consensus where the building was being renovated and the room was already closed up, it would be taken care of during the renovation. Mr. Hindle asked about staff and student attendance and if he has noticed an increase in absenteeism. Mr. Boodey mentioned he has seen zero for students, in fact he stated student attendance has increased and it was hard for him to say exactly on staff. Dr. O'Connor then mentioned the nurse at the school is encouraging staff to go to Redi Care and file a worker's comp claim. There was one teacher who developed a sinus infection over vacation and came back stating it was caused by the building. Mr. Hindle asked how this was being handled. Mr. Boodey said he has sent a letter home regarding what is happening in the school, giving tours to anyone interested, and has talked with concerned parents who have called. He has also released the results of the tests to parents and will be posting the same results in the foyer. He mentioned he has been talking with staff individually and is also talking to them about promoting the facts and not the fears. Dr. O'Connor mentioned more testing has been ordered and will be completed over a three-week period and will be tested at different times of the day. Mr. Hindle said one parent contacted him stating they felt the building should be shut down and staff and students moved to trailers. Ms. Mebert asked Mr. Hindle if he had only heard from the one parent; Mr. Hindle stated that was correct. He asked Ms. Mebert and Ms. Grady if they had heard from any parents; both said they had no parent contact them. Ms. Verville asked if it would be possible to conduct the test before the teachers come in. Dr. O'Connor said they would do the testing whenever we want them to.

Mr. Hindle then mentioned Ms. Verville, Dr. O'Connor and Mr. Bardwell met with the conservation last night and asked how it went. Dr. O'Connor said he feels once the State reads the report they may have more questions unless the engineer has specs with the drainage. Mr. Bardwell said they had the engineering plan with the drainage specs at the first meeting. Mr. Bardwell said they are more interested in the run off and drainage. At this time, they are not sure how it is going to go.

Ms. Verville then asked if Mr. Bliss had received any information from RPF on scrapping in the gym. Mr. Bliss mentioned there are three contractors coming on Friday for a walk-through of the gym. Mr. Bardwell asked if RPF said sandblasting would be ok to do instead of scrapping. Mr. Bliss said RPF

mentioned sandblasting would be ok and that it is more thorough. However, Mr. Bliss said it would be better to wait and see what the 3 contractors have to say. Mr. Goudreau mentioned it would be good to get some feedback regarding sandblasting around the fiberboard, as this has the potential to weaken the fiberboard decking given its age and brittle state.

Mr. Hindle mentioned there was one other item he would like to add before closing the WPS portion of the meeting. He asked if Mr. Boodey could contact the PTO and see if they would be interested in looking at the addition before the end of the school year. Mr. Boodey said for several weeks he has had non-stop tours with Eric Cooper; each group has 10-12 people in it. Ms. Verville then mentioned she is working with Mr. Boodey on the new furniture.

SAU Office Renovations:

J. CIP FINANCIAL REPORT – McConnell Center: Ms. Verville read the following into record:

Ms. Verville reported the balance of the FY 2008 CIP account as of May 8, 2007 is \$499,663.59, which remains unchanged.

Mr. Hindle asked if there were any questions or comments. Hearing none, Mr. Hindle asked for a motion of approval.

Carolyn Mebert moved, Ray Bardwell seconded, approval of the CIP Financial Report. An oral **VOTE PASSED: 5/0**

K. E-MAILS: Dr. O'Connor mentioned today Mr. Bliss, the City Manager and he went to the McConnell Center and toured half of the attic. Dr. O'Connor said the Manager mentioned this was the first time he has heard of any leaks from the roof. Dr. O'Connor mentioned the e-mail Mr. Bliss sent to the School Board back in April, which was also sent to City Councilors and various Councilors had made comment about the e-mail. Mr. Hindle asked what the Manager's response was to what he was seeing and being told. Mr. Bliss said he was told there were general leaks throughout the roof and stated the Manager said he was told only a couple of shingles were missing and the area could be patched. Mr. Bliss said even with the patch there are many other areas of the roof missing tiles and there are leaks in other parts of the building as well. He also told the Manager of the inadequate ceiling glass placed over the stained glass window that is leaking and had advised the Manager on what repairs were needed to correct this. Mr. Hindle then mentioned a request was made for a full analysis of the roof at the McConnell Center. Ms. Verville asked who the company was because she is having C.M.K. out of Manchester come take a look at the roof and asked if he mentioned A.R.M. Dr. O'Connor said there were not a lot of details given to either of them. Ms. Grady mentioned back in 2005 during a Committee meeting, Martini Northern had gone on the roof and came up with an estimate of \$700,000 to fix the roof and that was 2 years ago. The current roof is 27 years old and remembers the slate roof was removed back in 1979-1980. Dr. O'Connor then mentioned during the attic tour, there was one spot he could see daylight through and knows there are others. He also stated they only looked at half of the attic. Mr. Bliss mentioned he has only seen this half of the attic and still has not seen the other half. He also mentioned the rafters

L. OTHER: Ms. Verville mentioned the interviews for this Thursday, May 10, 2007 are scheduled for 20 minutes to discuss their firm and employees and 10 minutes for questions and answers. She asked if there were any specific questions the committee wanted to ask all three companies. Mr. Bardwell mentioned he would like to know more on Engelwood's background and asked what would happen if they did not come with their own architect. Mr. Bliss said he met with the architect and engineer for Engelwood when they did a walk-through with him. Mr. Bardwell asked if he had any feel for one over another company. Mr. Bliss stated he felt Team Design had a more professional presentation out of the three companies. He then mentioned some members had concerns with BPS and if there would be an issue if they received the McConnell Center renovations while still working on WPS. Mr. Geuther mentioned they would have a full time super at both sites and doesn't see an issue with BPS on both jobs. Mr. Bliss stated he feels Engelwood is still not sure what is wanted at the McConnell Center. Ms.

Verville mentioned this could be cleared up during the interview. Ms. Mebert asked if the interview process should be held off until the situation with the roof is settled. Mr. Hindle mentioned they should be notified of possible delays to the project because of the roof. Dr. O'Connor stated they could be told Thursday evening during their interview. Ms. Verville stated it is only fair to disclose the information to all three companies.

M. NEXT JBC MEETING: The next JBC meeting for the JBC is scheduled for Thursday, May 24, 2007 at 5:00 p.m. at Woodman Park School in the staff room.

N. ADJOURNMENT: Ray Bardwell moved, Carolyn Mebert seconded, adjournment of the JBC Committee at 6:30 p.m. An oral **VOTE PASSED: 5/0**

Respectfully submitted,

Jason Hindle/pb

Jason Hindle, Chair
Joint Building Committee
JH/pb