

**Woodman Park Elementary School Addition & Renovations and SAU Retrofit
Joint Building Committee
Meeting #33
August 2, 2007**

- A. CALL TO ORDER:** A meeting of the Woodman Park Elementary School Addition & Renovations and SAU Retrofit Joint Building Committee was called to order on Thursday, August 2, 2007 at 5:05 p.m. in the Superintendent's Office.
- B. ROLL CALL:** Present were Catherine Cheney, Doris Grady, Mark Geuther, and Ray Bardwell. Also present were John O'Connor, Superintendent; John Gamache, Facilities Manager; Michael Bliss, Clerk of the Works; Gary Goudreau, Goudreau & Associates; Steve Silver, Goudreau & Associates; and Keith McBey, BPS. Absent were Jason Hindle, Carolyn Mebert, Laurie Verville, Business Manager; and Patrick Boodey, Principal, WPS.
- C. APPROVAL OF MEETING MINUTES:** Ms. Cheney asked if there were any questions or comments. Ms. Grady asked if attachments were sent with the letter to the Mayor & Council members. Ms. Cheney and Mr. Geuther said there was nothing noting attachments at the bottom of the letter. Mark Geuther moved, Doris Grady seconded, approval of meeting minutes for July 19, 2007. An oral **VOTE PASSED: 4/0**

Woodman Park Elementary School:

- D. FINANCIAL REPORTS:** Dr. O'Connor reported as of August 2, 2007, the total monies remaining are \$105,679.84. Ray Bardwell moved, Doris Grady seconded, to accept the financial report. An oral **VOTE PASSED 4/0**.
- E. PAYMENT OF BILLS:**
- a. RPF Associates, Inc., Invoice #07.2472.1 dated 7/16/07 for \$4,745.00: Mr. Bliss told members he kept track of how many people were there at any given time and the hours worked to make sure it matched what was billed and it did. Doris Grady moved, Ray Bardwell seconded payment to RPF Associates, Inc. for \$4,745. A roll call **VOTE PASSED: 4/0**
 - b. RFS Engineering, Req. #4 dated 7/25/07 for \$612.24: Mr. Goudreau mentioned he believes this was work on the wetlands. Mr. Bardwell asked if Mr. Bliss has heard anything; Mr. Bliss stated he has not heard anything, but will be calling next week to see where things are. Ray Bardwell moved, Mark Geuther seconded payment to RFS Engineering in the amount of \$612.24. A roll call **VOTE PASSED: 4/0**
 - c. EnviroVantage Inc. Application #1 dated 6/29/07 for \$24,000.00: Catherine Cheney asked for a motion to add the bill to the agenda. Mark Geuther moved, Ray Bardwell seconded to add the bill to the agenda for payment. A roll call **VOTE PASSED: 4/0**. Mr. Bliss stated this bill was for 1/3 of the total payment. Ms. Cheney asked if the work on this bill has been completed; Mr. Bliss stated the work has been completed. Mark Geuther moved, Ray Bardwell seconded payment to EnviroVantage in the amount of \$24,000. A roll call **VOTE PASSED: 4/0**
- F. BONNETTE, PAGE & STONE – FINANCIAL RESULTS ON MASONRY:** Mr. McBey explained what he was handing out was a breakdown into three categories of labor, materials and staging, rigging, equipment, and tools. At the bottom it shows a savings of \$3,164.39, which is only part of the savings for Phase I. Next is a spreadsheet with the breakdown on the masonry crew and the hours they worked along with backup timesheets. The second to last page shows everything it took to put up the masonry, which is under the materials section. The section on staging is the cost for the staging and equipment that was put up around the building for the masonry work. He suggested having Ms. Verville look this over to make sure everything is all right. Ms. Cheney asked if the work has already been done; Mr. McBey stated they advertised the bid but had no response so BPS used their own sub-contractors to do the work. Mr. Bardwell asked if they have already been paid; Mr. McBey said it has been paid through one of the applications submitted to the JBC. Mr. Goudreau mentioned it was on of the payment requisitions Mr. Bliss and he looked over and approved and the

JBC paid. Mr. McBey then mentioned if anyone had any questions on what he just handed out to give him a call. Catherine Cheney asked for a motion to put the report on file. Ray Bardwell moved, Mark Geuther seconded to place the report on file. An oral **VOTE PASSED: 4/0**

G. MICHAEL BLISS – CLERK REPORT: Mr. Bliss stated things are coming together quickly. He said that 90% of the café floor went down today, the in-floor plumbing in the kitchen area is being worked on, and the drop-in gate will be going in this week. He mentioned they had problems taking readings after the abatement was completed because there was too much dust in the air to get an accurate reading. Instead they took the reading early in the morning, which he brought to the lab to be tested. Once it was cleared the containment area was taken down. The lead primer removal started out with a small crew and was moving slowly, they beefed up the crew for removal and it moved along quickly. As of today, they have removed what they can; however, there is a small area around the ductwork they can't do because the ductwork is needed for this coming school year in the gym. Next summer they will be back to finish the rest of the abatement. Tonight the committee approved to pay 1/3 of the total bill and another bill will be coming for the remaining work. Mr. Bliss said he would hold back some money for the work they still need to complete next summer. Mr. Geuther asked if there were any unforeseen construction; Mr. Bliss said there are 7- 40' bays and the 7th bay is up against the existing attic, which has the air ventilation ductwork for the gym. During the bid walk-through, the two companies there were told this area would not be done this year. Mr. Bardwell stated he recommends holding back some of the monies and asked if he expects any mobilization change for next year. Mr. Bliss said they were told of the situation and bid knowing they would have to return next year to finish the abatement. The total bid amounts includes the work that needs to be done next summer. Mr. Bliss continued stating the gym ceiling is being sealed with backer rod in the areas that can't be reached. The steel will be primed and a drop ceiling will be put in. Mr. Bardwell asked if the ductwork had lead paint on it or if it was galvanized. Mr. Bliss said the ductwork was galvanized and there was no paint on it. Mr. Bliss said the steel only had a primer coat on it, which makes the removal a lot easier. If it had a coat of paint on top of the primer it would have been a nasty, more expensive job. Mr. Bliss also mentioned he would get something in writing from RPF stating the backer rod will be ok as an alternative to removing the lead paint in the small spaces, which was discussed at the July 19th meeting. Ms. Cheney said the balance to finish the job is \$46,700; Mr. Bliss said the original cost quoted was \$70,700 less the partial payment approved tonight of \$24,000 leaving \$68,300. He said there would be another bill coming for a partial payment, with a portion of money remaining to finish the last bay. Mr. Bardwell said more than \$1,000 will have to be withheld. Mr. Goudreau stated Ms. Verville should check on the contract regarding any mention on the retainage portion.

Mr. Bliss mentioned the building and electrical inspectors were in for Phase I and the building inspector will be back through tomorrow to finish looking at the addition. The plumbing inspector will be by sometime next week to look over the list he had given BPS on work that needed to be corrected under Phase 2 of the project. Mr. Geuther asked when he thought we would receive the CO; Mr. Bliss said he is hoping it is soon because a kindergarten camp is supposed to start on August 13th in the new addition. Ray Bardwell moved, Doris Grady seconded to accept the Clerk of the Works report. An oral **VOTE PASSED: 4/0**

H. OTHER: Mr. Goudreau mentioned in another couple of days they will be done with the punch list for Phase I. Dr. O'Connor asked Mr. Goudreau why it was so hot in the building; Mr. Goudreau said the other day when he was in the building he checked the thermostat and it said it was in the 70's because it was earlier in the day and he was the only person in the building. When it reads that low, the air exchange system won't kick on. He also said at the end of the day, it would be hotter in the building because the sun would be beating on it all day. Dr. O'Connor asked about doing a radon reading before moving in. Mr. Bardwell stated it wasn't required. Dr. O'Connor said with all the issues with teachers last year, he would like to make sure everything is cleared. Mr. Bardwell said it would have to be done over a weekend because there can be no movement for 24 hours. Mr. Goudreau said it could be done through the State and the State would provide the canisters at no charge. Dr. O'Connor said he and Mr. Bliss would talk more about the testing and how to go about doing it. Ray Bardwell moved, Doris Grady seconded for Michael Bliss to pick up the canisters and place them in the school over a weekend. A roll call **VOTE PASSED: 4/0** Mr. Goudreau suggested placing the canisters in the school Friday night and picking them up Monday morning. Mr. Gamache mentioned WPS staff members should be notified that they couldn't enter the building during those specific days.

SAU Office:

I. E-MAILS: Dr. O'Connor mentioned the e-mail attached is between Mr. Hindle and Mike Joyal, City Manager regarding the JBC's questions on common space. Dr. O'Connor stated we are not paying for square footage of the hallways, the electrical closet and the area where the shaft has been closed up. He then mentioned placing the reception desk in the hallway leaves little room for a fire egress and could become a code issue. Mr. Bardwell asked if the fountains were taken out of the hallway and then move the reception desk there; would that meet code. Dr. O'Connor asked Mr. Silver if it would be possible. Mr. Silver stated Ms. Verville and he went over to the McConnell Center to imagine and measure the area out and stated the space is very tight compared to where it is located on the current plan. Mr. Goudreau said if it was put in the area beyond the double doors, the area would need to be reconfigured, the 3' wall would need to be taken out, if it's even possible, which would affect the circulation of air, and the hallway would need to be reworked. Mr. Bardwell mentioned he feels the hallway is wasted space. Ms. Grady stated in the 1st paragraph of the lease Mr. Joyal tells Mr. Hindle there is no common space, but the e-mail states, "Access to common space," he's not saying what is in the lease. Ms. Grady said there is a need to make sure the lease is worded right. Dr. O'Connor said in looking at the floor plan, he is wondering if Mr. Joyal is referring to the box with an "X", which is access to the attic. Ms. Grady said he listed the corridors as 2 separate room numbers. Mr. Bardwell asked if there should be an addendum. Dr. O'Connor said he would look the lease agreement over and speak with Attorney Krans to make sure the wording is correct. Mr. Silver said that is a good point about the common space; if it is not common space, the SAU would be responsible for cleaning, changing the light bulbs and fixing leaks. Dr. O'Connor stated they are not planning on using the McConnell Center custodial staff. Mr. Geuther asked if the City needs to have access to the electrical closet; Dr. O'Connor said they did. Ms. Grady then mentioned in the first paragraph it is spelled out and she wants to make sure we don't run into problems later on regarding "common space." Ray Bardwell moved, Doris Grady seconded to place e-mail on file. An oral **VOTE PASSED: 4/0**

Mr. Bardwell asked Dr. O'Connor what his feelings were on the latest floor plan and the placement of the reception area. Dr. O'Connor stated before the meeting began, he spoke with Mr. Silver regarding the millwork in the conference room and said to move it to the small closet at the other end and put in shelves. Mr. Bardwell asked if there was anything else; Dr. O'Connor stated that was the only change he wanted to make. Mark Geuther moved, Ray Bardwell seconded to accept plan H1.01H2. An oral **VOTE PASSED: 4/0**

J. LETTER TO MAYOR SCOTT MYERS & DOVER CITY COUNCIL: Ms. Grady stated the letter states, "Before the Joint Building Committee is willing to expend funds for this project, we are seeking a prompt, definitive course of action by the City Council for the replacement of the McConnell Center roof." She stated at last evening's Council meeting Councilor Keays asked, "Is the School District going into the McConnell Center?" Mike Joyal answered, "They're committed." Councilor Keays, "When?" Mr. Joyal, "I am in progress to find an engineer to study the roof. The roof has been repaired and there have been no leaks since. It will then go out to bid and come back to the Council for approval. If the Council okays it, it will need to go through this process and asked if that would be sufficient for the JBC to proceed with the project knowing that we will be right in to do the roof?" Mayor Scott Myers said, "The letter to the Council stated the JBC were waiting for the Council to take action." Ms. Grady then mentioned both Councilors Ciotti and DeDe felt that it was not necessary to have an engineer study the roof that there were capable roofers in the area to proceed, indicating the JBC was looking for the roof issue to be decided. Mr. Joyal then said, "I need an independent consultant that specializes in large roof projects that represents the owner, a clerk of the works you might say. They know the type of shingles, soffits, and roof problems and will represent the owner. I would know this by the end of December and work would start in the spring." He said it would be a few weeks before the consultant can even give him the information to go out to bid and stated, "The JBC is worried that a wind storm might rip off some more shingles." Mr. Joyal continued, "With all due respect, at least \$200,000 will be spent and with this investment, we need a professional. It will be money well spent. This does not have to delay the SAU project. If they know that we will be right along and do this project in the spring with approval of the council." Councilor DeDe stated, "Engineers had been up on the roof and did not feel that we need one." Ms. Grady stated this has been his answer since April and believes he is trying to find the money in the next CIP or budget. Ms. Grady also mentioned what Mr. Joyal has outlined, no one will know anything until December and she feels he is playing games. She said once the contract is signed to begin work, they could kick the SAU out of City Hall. Dr. O'Connor stated they could not until the project for the SAU was

completed at the McConnell Center. Ms. Grady continued with an e-mail from August 2005 where she reads the following, "Gilmore was here and was talking about using the attic for storage and the architect went over and discovered that they could see out thru the roof, it's life has ended. A new roof has been added to the number of items needed. Keays asked if this is an extra expense and was told it will be recognized as one of the costs in the budgeting over the next 30 days; as they will be doing cost estimates in that building with Lassell Architects. Joyal assured Keays there would be a monthly report on the center. DeDe says he thinks the city manager has set up an expenditure account; the Mayor agrees. DeDe added the re use committees adamant in making the council aware of the true costs before we go forward. Motion passed on a roll call vote of 6-2 with Keays & Trefethen opposed." Ms. Grady stated Mr. Joyal scratched off the money for the roof replacement. Ms. Grady then reported information from the July 8, 2005 City Council meeting where it stated 8" of new insulation would be added and that Whitcher builders reviewed the 1904 roof and stated it was replaced in 1981 and that they will review the cost of replacing the roof. Ms. Grady again stated she feels they are getting the run-around on the roof and asked where they stood if they went in before the roof was replaced. Ms. Cheney stated at last evenings meeting Councilor Keays asked Mr. Joyal a question and he gave the information Ms. Grady just outlined and Mr. Keays then asked her what the JBC's thoughts were. Ms. Cheney stated she asked who voted to scratch the roof off the budget two years ago and did not receive an answer. She said currently the City owes \$113 M and by December there will be a new City Council; she also stated she feels badly for Mr. McBey and his contractors. Ms. Grady asked about sending another letter stating the School District will not be signing any contract until they show the roof has been replaced. Dr. O'Connor stated this will cause divisions and would like to avoid that. He stated the lease for the School District states clearly in lease that the landlord is to keep the building watertight and it isn't. When this all began, he thought the building was water tight and mentioned renegotiating the lease. Ms. Grady said there is record of Lassell, Martini, Whitcher, Murphy and now Eastern Exterior all looking at the roof and are saying the same thing; the roof is at the end of its life and needs to be replaced. Mr. Goudreau mentioned he did not see where this was an engineering issue unless Mr. Joyal feels the sheathing or a structural part of the roof has been compromised. Ms. Cheney said Councilor Ciotti mentioned to get a roofer and not an engineer. He then asked Ms. Cheney how the high school roof was being handled; Ms. Cheney told him Goudreau & Associates Architects was doing the roof. Mr. Goudreau stated he is only working on writing the documents to go out to bid. Ms. Cheney said she did not give the correct information and would advise Councilor Ciotti. Dr. O'Connor stated Mr. Joyal is looking for someone to say the roof is good for another 3-5 years. Dr. O'Connor said to re-write a letter to the Mayor and City Council and have people available to speak to the Council. Mr. Bardwell mentioned there were several people sitting here that could stand up in front of the Council and advise what the situation is and mentioned Mr. Bliss, Mr. Geuther, Mr. Goudreau, Mr. McBey and himself as having enough experience. He also said the roof won't leak if it is a rain coming straight down now the areas have been patched. However, once wind is a factor involved and in the winter frost and water freezing under the shingles, you are going to have bigger problems. Mr. Bliss said when Mr. McBey and the person from Eastern Exterior were up on the roof, he said it looked like it was replaced 10-12 years ago, yet there were other areas that were skipped at the last replacement. He also mentioned they could not see where the repairs were done for \$3,000. He said the roofer mentioned you couldn't even get someone on the roof for \$3,000. Mr. Goudreau mentioned if they wait another 3-5 years to replace the roof, the SAU office will be in the building and if the roof has to be ripped off, as tenants, we will have problems with debris and dust falling down into the office spaces. Dr. O'Connor mentioned rewording the letter to the Mayor and City Council putting them on notice if there are any damage done, it will be fixed at the City's expense. Mr. Bardwell said taxpayers are already stretched and might not like this compromise. Ms. Grady said the city received \$750,000 due to rain damage to repair roads, Butterfield gym, and the McConnell Center. When Mr. Joyal was asked how much of the \$750,000 remained and where was it spent, there was dead silence. She also said there is a \$650,000 bill waiting on the Butterfield gym repairs and another \$200,000 for the roof replacement; Ms. Grady wants to know where all this money is coming from.

Mr. Bardwell then asked where there is a delay, would BPS have to go out to bid again. Mr. McBey said we are going from what would have been a summer job to what now looks like a winter project. He stated this would be a slower time of the year for them and could work in everyone's favor; however, he did not mention going out to bid again. Ms. Grady asked about getting the Councilors to get away from Mr. Joyal's engineer request and give them the information we have collected. Ms. Cheney mentioned she is willing to put forward a resolution with all the backup information on file. Mr. Bardwell asked how the School Board feels; Dr.

O'Connor said they have deferred it to the JBC. Mr. Bardwell then asked if they could get a breakdown on the \$750,000 from the finance office. Ms. Cheney said she will e-mail the City Council or Mike Joyal, the Mayor, Deputy Mayor, and Senior Deputy Mayor requesting the information. Ms. Grady asked if the resolution could be at next weeks meeting; Ms. Cheney said they need a 24-hour notice to put on the agenda. Ms. Grady asked if they would vote to replace the roof; Mr. Geuther stated one problem we could encounter is since they "patched" the roof it hasn't leaked, so they could say it's watertight and not replace the roof. Mr. Bardwell asked Mr. Bliss if he were hired, would he renegotiate. Mr. Bliss said that looking at only the outside of the backside flat roof, he would agree with what the other roofers have seen. He said the shingles overall look like they are in pretty good condition and look like they have a couple of years left in them. Mr. Geuther then asked if Mr. Bliss saw water or just the stains; Mr. Bliss said he saw water coming in before the patching. Mr. Goudreau asked the scope of the roof he saw, where did it face? Mr. Bliss said he believes it was west and it was only the flat section of roof they looked at. Mr. Goudreau said the south side of any roof would have the worst wear from the sun and storms breaking down the shingle materials faster. Mr. Bliss said again there was a field of shingles that looked like there is plenty of life left, but they didn't do flashing, crickets, etc. Dr. O'Connor said if the committee looks out the window in the auditorium when they leave, they could see where replacement tiles have been put on either side and what looks like loose tiles to him. He also said he knows there were areas repaired and the last 2 storms there were no leaks. Dr. O'Connor said he would contact Mr. Krans to set up a meeting with Mr. Joyal and asked to hold off on the resolution until we know something further. Mr. Goudreau then asked where he is already part way through their part, should he continue? Ms. Cheney and Dr. O'Connor said he should continue. Dr. O'Connor said he would call Mr. Krans tomorrow to meet with him and Mr. Joyal; if he's not in, he will contact him on Monday.

K. FINANCIAL REPORT: Dr. O'Connor reported the total budget available as of August 2, 2007 is \$485,649.41. Mark Geuther moved, Ray Bardwell seconded, to accept the financial report.
An oral **VOTE PASSED 4/0**.

L. OTHER: Dr. O'Connor asked if a tour of WPS could take place in two weeks at the next meeting. Mr. Goudreau & Mr. McBey stated that wouldn't be a problem.

Ms. Cheney stated she would get the report on where the \$750,000 was spent and have it for the next JBC meeting.

M. NEXT JBC MEETING: The next JBC meeting is scheduled for Thursday, August 16, 2007 at 5:00 p.m. in the new library at Woodman Park School.

N. ADJOURNMENT: Ray Bardwell moved, Mark Geuther seconded adjournment of the JBC at 6:25 p.m. An oral **VOTE PASSED: 4/0**

Respectfully submitted,

Jason Hindle/pb

Jason Hindle, Chair
Joint Building Committee
JH/pb