

**Woodman Park Elementary School Addition & Renovations and SAU Retrofit  
Joint Building Committee  
Meeting #34  
August 16, 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 16, 2007 at 5:05 p.m. in the new library at Woodman Park Elementary School.
- B. ROLL CALL:** Present were Catherine Cheney, Doris Grady, Carolyn Mebert, Mark Geuther, and Ray Bardwell. Also present were John O'Connor, Superintendent; John Gamache, Facilities Manager; Michael Bliss, Clerk of the Works; Patrick Boodey, Principal, WPS; Steve Silver, Goudreau & Associates; and Keith McBey, BPS. Absent were Jason Hindle, and Laurie Verville, Business Manager and Gary Goudreau, Goudreau & Associates.
- C. APPROVAL OF MEETING MINUTES:** Ms. Cheney asked if there were any questions or comments. Hearing none, Mark Geuther moved, Doris Grady seconded, approval of meeting minutes for August 2, 2007. An oral **VOTE PASSED: 5/0**

**Woodman Park Elementary School:**

- D. RADON TEST RESULTS:** Dr. O'Connor stated the test was done as a precaution with all the complaints last year from staff. The numbers came back as 2.1 pCi/L and 1.8 pCi/L. Dr. O'Connor asked Mr. Bliss what the State requirement was. Mr. Bliss said the State would have you retest if the number is 4.0 or higher. Dr. O'Connor said the new building is all set in regards to the radon. Ms. Cheney asked for a motion to accept the results of the test. Carolyn Mebert moved, Ray Bardwell seconded, approval of the Radon test results. An oral **VOTE PASSED: 5/0**
- E. APPROVAL TO EXPEND MONIES – Asbestos Proposal from Air Quality Experts for Crawlspace for an Additional \$5,800.00:** Mr. Bliss stated the main issue was getting the plumbers in the tunnel to work on the old pipes the area has to be sealed off. He mentioned he believes they found the cause of the leak and believes it is a section of broken rotted pipes. He said he met with Air Quality Experts to get a quote on the work for that area of tunnel and mentioned he had to have them go back and look at the numbers again because he felt they were missing part of the work needed to be done in their quote. Ms. Cheney stated they originally talked about the pipes going up through the ceiling and asked if that wasn't happening anymore. Mr. Bliss said 2/3's of the system will still be working for the next heating season. He said they will seal off four ends of the tunnel, bring in an air exchanger and begin removing what they can from the walls. Then they will spray a compound on the walls and floor to seal the walls and floor. The plumber will be able to enter the tunnel once the air quality has been tested and cleared, where they will cut and cap the pipes. Mr. Bardwell asked if anyone was going to inspect the pipes before sealing the tunnel to make sure one day in the winter they don't walk into the school and find out there is no heat. Mr. Bliss said at this time they are only working on certain pipes. The remainder will be done once the system has been changed over sometime next summer. Mr. Geuther asked how the workers are getting into the tunnel where they can't enter at the end in the boiler room. Mr. Bliss said there is an entry through the trap door and they need to cut a hole in the concrete above one of the sections. After the work has been completed the trap door will be sealed and concrete will be poured. Mr. Gamache asked if they are cutting of the pipes to the boiler. Mr. Bliss said eventually they would be. Mr. Bliss also mentioned he spoke with Dr. O'Connor regarding the situation, stated he felt it was urgent and wanted to send the paperwork back that day so it would be completed and cleaned up before the start of school. He stated Dr. O'Connor approved the work to be done and faxed the completed paperwork back to them immediately. Ray Bardwell moved, Carolyn Mebert seconded, approval to expend \$5,800 to Air Quality Experts to abate the section of tunnel. A roll call **VOTE PASSED: 5/0**

**F. FINANCIAL REPORTS:** Dr. O'Connor reported as of August 16, 2007, the balance is \$96,096.71. Dr. O'Connor mentioned the last page shows double asterisks and stated Ms. Verville had mentioned she has received the rebate check in the amount of \$26,000, which would leave a total balance of \$122,096.71 and will be reflected on the next financial report. Mr. Bliss mentioned there would be additional monies needed for removal of asbestos that was found during demolition on pipes and in the ceilings that were hidden during the first removal. Mark Geuther moved, Carolyn Mebert seconded, to accept the financial report. An oral **VOTE PASSED 5/0**.

**G. PAYMENT OF BILLS:**

- a. School Furnishings, Invoice #21046 dated 8/8/07 for \$12,888.20 (minus \$173.40 for damaged table being returned). Amount being paid of \$12,714.80: Ray Bardwell moved, Carolyn Mebert seconded payment to School Furnishings in the amount of \$12,714.80.  
A roll call **VOTE PASSED: 5/0**
- b. Bonnette, Page & Stone, App #12 (Phase I) dated 7/31/07 for \$51,411.70 (no retainage): Mr. McBey stated there is a little more work to be done for around \$100,000. He mentioned there will be a breakdown to the penny by the next billing cycle. Mr. Bliss asked Mr. McBey about the \$400 under toilet accessories that shows they were \$400 over 100%. Mr. McBey said it should be on the line below it and he would correct it and send the corrected copy to everyone. Ray Bardwell moved, Carolyn Mebert seconded, payment to Bonnette, Page, & Stone in the amount of \$51,411.70. A roll call **VOTE PASSED: 5/0**
- c. Bonnette, Page & Stone, App #3 (Phase II/III) dated 7/31/07 for \$504,039.96 (\$504,039.96 less retainage of \$24,514.55). Amount being paid \$479,525.41: Mark Geuther moved, Ray Bardwell seconded, payment to Bonnette, Page & Stone in the amount of \$504,039.96.  
A roll call **VOTE PASSED: 5/0**

**H. RESOLUTION:** Dr. O'Connor stated they are requesting \$400,000 in impact fees to come to us. He also stated they have been going back and forth on the process. He spoke with Mr. Krans regarding the situation and the resolution is what is before them. Dr. O'Connor also mentioned the committee members needed to sign the document if accepted. Ms. Grady asked why it had \$400,000 being requested but only receiving \$382,000. Dr. O'Connor said that was the amount available at the time of the request. Ray Bardwell moved, Doris Grady seconded, to accept the resolution as written. An oral **VOTE PASSED: 5/0**

**I. LETTER DATED 8/11/07 FROM DORI WIGGIN, NH DEPT. OF ENVIRONMENT SERVICES – WETLANDS PERMIT:** Ms. Mebert asked if this was referring to the area right outside the new addition; Mr. Bliss said it was the area closest to the gas stations. Mr. Bliss said he spoke with John Scott regarding the dredge/fill permit being rejected. He stated mistakes were made and that item 2 is not correct. The original request questioned the 7 parking spaces and also neighbors' complaints about flooding basements. He said RFS showed where the houses were located in regards to flooding basements and said these houses are at the highest point in the area and the flooding was not due to any work being done or previously done at Woodman Park. Ms. Mebert asked if we told them the last time this area was a created wetland. Mr. Bliss said the problem was RFS's experts couldn't prove if this area was at one time a wetland and became one again after the work on the bus loop or if it was created. All their experts could not prove or disprove this because of the plants and soil tests conducted are showing it as a wetlands area. Mr. Bardwell asked about getting the Dover Conservation Committee to say something on our behalf. Mr. Bliss said the Dover Conservation were the ones who rejected the plan at the beginning and stated removing 7 of the spaces. That is when the JBC said to try going through the State for a permit. He said the app redesign was not clear and he spoke with John Scott about the issue today at the construction meeting. Ms. Cheney asked about going back and retesting; Mr. Bliss said the soil tests would say the same thing as the original test, nothing would change and RFS couldn't do anymore. Ms. Mebert asked how far back from the wetlands does it have to be; Mr. Bliss said 6 spaces were in the wetlands area and 1 space was just outside the area. Ms. Cheney asked if the

NHDES wanted a new design. Mr. Bliss said he believes they are asking for a copy of the redesign to show the parking spaces were moved to another area. Dr. O'Connor asked what would happen if the spaces were just put in; Mr. McBey said they would be made to take everything out and reestablish the area as wetlands again. Ms. Cheney said she would like to know who deemed the area wetlands in the first place. Mr. Bliss said Dover Conservation said to take out 7 spaces from the original 14-space request, which was done and it was still rejected. He stated we still have to show the planning board the changes in the plans on where the 7 spaces are going, if at all. Mr. Bliss said the original plan showed 23 spaces minus 7 because there was no space available for the 7 spaces. The JBC rejected the angled parking in the bus loop because of cost and might not be possible now. Also, he said Mr. Boodey would like to see the area turned back into a bus loop. Mr. McBey said there would be a credit of some kind for the 7 spaces not going in and he could put the credit towards putting the spaces somewhere else. Mr. Bardwell said whatever work Cantwell does, make sure they put drainage in to dry out the area. Mr. Bliss said drainage is being put in because of the draining issue around the parking area already. Mr. Boodey said the 7 spaces out front would not help if angled because this area is for student pick-up and drop-off only. Ms. Cheney said her only concern is that she doesn't want to see the playground impacted in any way. Mr. Gamache asked about the roadway on the side where the construction workers have been parking since the beginning of Phase I. Why not widen the area and make parking spaces there. Mr. Bliss said he would talk with Mr. Scott about the area and get his thoughts. He also mentioned another 3 parking spaces would be picked up where the gravel is now. Mr. Gamache said he could move the dumpsters and possibly pick up another 3 spaces. He said the dumpsters were placed there during construction for convenience and could be placed anywhere. Dr. O'Connor asked they could look into these suggestions and have information for the next meeting. Mr. Geuther said the Conservation Commission had said this was a low impact area. Mr. Bliss said they requested getting rid of 7 spaces and said the minimum impact and complaints from neighbors' worked against us. Mr. Boodey asked if we wait longer to get the parking spaces, would the work be done while school is in session. Mr. Gamache said there is no way 7 spaces could be put in in one week. Mr. Geuther asked if the 7 spaces were to meet any regulations by the City. Dr. O'Connor said he is not aware of any specific regulations. However, the fire department told him to increase the number of parking spaces and wanted more than what we were able to put in; it's now just a matter of finding where to put the spaces. Mr. Boodey mentioned Officer Spiedel keeps asking him when parking will stop on the streets because homeowners are now putting stakes in their front yards to keep cars from parking there. Dr. O'Connor said the new lots would help. Ms. Cheney asked Mr. Bliss to contact Mr. Scott for the next meeting and asked for a motion to place the letter on file. Mr. Bardwell motioned to withdraw the spaces and go back to the original design. To proceed to get the plans done and notify the Conservation Commission of our intent; Ms. Grady seconded. An oral **VOTE PASSED: 5/0**

- J. LETTER DATED 8/14/07 FROM CANTWELL EXCAVATING – BUSING:** Dr. O'Connor stated Ms. Verville added the letter to the agenda to inform members what happened. Mr. Boodey said every school has Camp Explore for incoming kindergarteners. They have a bus come to the school so students can learn, "Good bus behavior." He said he asked the busses to park at the gas station across the street; however, one of the busses came to the school and parked too close to the new parking lot. He said Mr. Cantwell was outside talking with someone when he noticed the driver park the bus and continued to turn the wheel back and forth causing the pavement to have marks where the tires were. Mr. Cantwell advised he was not responsible for any damage. He was advised to put in writing what he saw and this is a copy of the letter he wrote. Ms. Cheney asked for a motion to place the letter on file. Ray Bardwell moved, Carolyn Mebert seconded to place Mr. Cantwell's letter on file. An oral **VOTE PASSED: 5/0**
- K. MICHAEL BLISS – CLERK REPORT:** Mr. Bliss said the abatement will be done on Friday and Monday. All exposed steel in the gym has been primed white and the ceiling is in place. The company came back to clean up underneath and went up on the lift and saw areas where the chemical used to remove the paint has globed in areas. There are also areas where the primer was sprayed on that has flaked off and they came back to fix those areas today. BPS will be sealing up the space with temporary barriers until the permanent one can be put up. He said the kitchen has been moving along slowly

because the old plans were not accurate and had to put in new grease traps in the floor. The concrete has been poured and the walls have been closed up and have been inspected. Tile will be going down on Friday; the ceiling was being worked on today; however there is still more work to be done on the ceiling, which will be done next summer. They need to get the kitchen finished before the new equipment can be delivered. He also has spoken with Mark Covell and he is aware of the push they are doing to get the café ready.

Furniture is being moved from one area to another. The librarian sent an e-mail to BPS thanking them for all the help they gave her. Mr. Boodey told members that Tuesday morning he was not sure if the JBC meeting was going to be able to be held in the library because of everything in the room. Dr. O'Connor said he had 3 questions; first he addressed the kitchen and asked if the food prep area wouldn't be ready for a couple of weeks. Mr. Bliss said he believes a bagged lunch would only be needed until after Labor Day weekend. Dr. O'Connor asked about the ceiling; Mr. Bliss said they are being cleaned up. Dr. O'Connor said he saw the music room earlier and there is a high echo in the room. He noticed honeycomb ceiling tiles and some acoustical tiles, but does not feel there is enough to fix the echo problem. Mr. Bliss stated the large columns in the room could be wrapped in acoustical padding. Dr. O'Connor also mentioned the band room had the same echo.

Mr. Bliss stated they have run into less mechanical than what was expected and stated they are still working in the "C" wing. Mr. McBey stated they are out of wing "A." Mr. Bliss mentioned there is a minimal area in the gym that needs to be abated along with a few areas where they have found isolated pipes with insulation and parts of the ceiling that were hidden during the original abatement. Ms. Cheney asked for a motion to accept the Clerk of the Works report. Carolyn Mebert moved, Doris Grady seconded, to accept Mr. Bliss's report. An oral **VOTE PASSED: 5/0**

- L. BONNETTE, PAGE & STONE – PROGRESS REPORT:** Mr. McBey stated Mr. Bliss covered most of what is happening and mentioned everyone has signed off of the work that has been completed; however, there are still a couple of testing issues that needs to be resolved. He also mentioned wing "C" is almost ready to be occupied and doesn't see any hiccups. Mr. Bardwell asked if he has received the sign off sheet to reoccupy. Mr. McBey stated Mr. Kimball met with the inspector and asked for the full sign-off on wing "C". They are waiting for the inspector to come back and look at the kitchen now the grease traps are in. They need to follow the letter of the law until Tom says otherwise. Ray Bardwell moved, Carolyn Mebert seconded, to accept Mr. McBey's report. An oral **VOTE PASSED: 5/0**

**M. OTHER:** There were no additional discussions.

#### **SAU Office:**

- N. E-MAILS:** Dr. O'Connor stated Steve Silver sent the attached e-mail regarding the elevator lockout. Dr. O'Connor said he was lead to believe the SAU would have the ability to lockout the elevator with a key. Dr. O'Connor said he spoke with Gary Bannon, Dover Rec. Dept., and he is looking into the cost to place a key lockout in the elevator. He will let everyone know what he finds out. Mr. Geuther asked if people would still have access through the stairwell; Mr. Bliss stated the stairs are not the problem. Mr. Silver mentioned the door being added near the reception desk can be locked. Ms. Cheney then mentioned at a previous meeting Mr. Goudreau had mentioned adding a pull down gate around the reception area just in case someone got onto the floor after hours. Mr. Gamache then mentioned a lot of offices and stores down in Boston have gates that close down in front of the elevator doors so no one can get off the elevator. Ms. Cheney asked for a motion to place the e-mail on file. Mr. Bardwell moved, Carolyn Mebert seconded, to place the e-mail on file. An oral **VOTE PASSED: 5/0**

- O. COPY OF LEASE AGREEMENT:** Dr. O'Connor mentioned there was a question at the last meeting regarding the common space. He said he doesn't feel there is a need to worry because the lease says the owner has the right to access specific areas like the electrical closet, attic, etc.; however, the hallway

will be the responsibility of the school district. He also mentioned the cost will be for the square footage of the rooms, reception area and kitchen. Ms. Grady said she is questioning the wording in the second sentence under 'Description,' showing only room numbers for the space and is not sure if this is spelling out what the rights are. Ms. Grady continued with the section 'Operation & Maintenance' on the second page, second paragraph that reads, "The SAU #11 shall be responsible for payment of all operations and maintenance costs associated with the Premises, including utilities (electricity, water, gas, heat) and shared custodial, trash receptacles, snow removal and associated supplies on a pro rata basis with the other occupants" and continues with, "The cost of Operations and Maintenance includes the costs of operating and maintaining the entire building including but not limited to the common areas." Ms. Grady mentioned Mr. Hindle had raised the question because he did not see it in the lease agreement, but it is. Dr. O'Connor said if we want to paint the walls or replace the rugs it would be at the school districts cost. Mr. Geuther asked what the \$4.00 per sf included; Dr. O'Connor said it is an estimated cost for utilities and services and is the same for all tenants. Mr. Geuther asked if the district was paying the utilities directly now at our current location; Dr. O'Connor stated we weren't paying anything now. Ms. Mebert asked we would be paying \$5.00 sf for the 5,562 square feet we will be renting; Dr. O'Connor stated that was correct. Ms. Cheney asked for a motion to place the Occupancy Agreement on file. Carolyn Mebert moved, Mark Geuther seconded, to place the agreement on file. An oral **VOTE PASSED 4/1** (Grady opposed).

**P. FINANCIAL REPORT:** Dr. O'Connor reported the total budget available as of August 16, 2007 is \$485,649.41. Carolyn Mebert moved, Doris Grady seconded, to accept the financial report. An oral **VOTE PASSED 5/0**.

**Q. OTHER:** Ms. Grady said at the City Council meeting two weeks ago, the Council approved to spend around \$250,000 to replace the roof. She pulled off the City website the bid for "Request for Proposal" and ask Mr. McBey to read the request and what his thoughts were on how it would play out on time. She felt the way it read winter would be here before a roofing contractor is even hired. Mr. McBey said this bid is requesting work on plans and preparing bid documents before going out to public bid. Dr. O'Connor asked how the vote went at the Council meeting. Ms. Cheney stated the Council told Mr. Joyal to replace the roof immediately and asked Mr. Bardwell, who was there all evening, if that is what he understood; Mr. Bardwell said it was. She also mentioned the JBC never sent a letter saying exactly what was wanted. Ms. Grady said Councilor DeDe made a comment to Mr. Joyal of not delaying getting the roof done. Mr. Bardwell said he noticed the bid for the RFP was in last Friday's Foster's newspaper. Ms. Cheney stated the Council told him not to go out to bid to expedite the replacement. Dr. O'Connor mentioned Mr. Joyal told the Council the RFP was done back in April, but it looks like it was never done. Ms. Cheney suggested sending a letter to Mr. Joyal with a cc to the Council stating what the JBC is looking for. Ms. Mebert asked if the bid was going out to bid for bidders; Mr. McBey said it was actually looking for designers, a project manager, etc. Ms. Cheney asked if all of this was necessary to replace shingles. Mr. Geuther asked the committee if they were to hire a builder, wouldn't they want to hire an architect before a builder; in a way, this is no different. Mr. Silver then mentioned speaking with the custodian of the McConnell Ctr., Al, who stated he knew the roofer that looked at the roof and said he was told the shingles weren't curling and the roof isn't falling down or leaking at this time. Mr. Silver said we should go through the process Mr. Joyal has started. Ms. Grady mentioned we have a letter on the \$3,000 spent and it mentioned there were areas on the roof where it didn't seem as though any work was done. Mr. McBey stated at the same time the letter didn't help either because is also mentioned the shingles appeared to be in good enough condition to last another 3-5 years. Mr. Silver said Al also mentioned some of the areas that were patched, they found the tape was not pulled off so the shingles did not adhere to the roof properly and were blown off in the storms. Ms. Bliss stated this is not an accurate statement. He said where shingles are stacked on each other; plastic is put between each layer to prevent sticking. Once a layer is removed, the plastic does not have to be removed in order to go on the roof, if done properly. Ms. Grady then mentioned back in 2005 it was recorded where LaSalle Architect & Martini Northern had mentioned they could see sky through the roof and when she was teaching in the building, she said the floor below, classrooms had pans and

buckets to catch the water coming through the ceiling. Ms. Cheney asked if the job was putting on shingles or redoing the whole roof; Mr. McBey said it was just shingles. Mr. Geuther stated he questioned the bid that Ms. Grady had printed. He noticed the date on the bid was August 1<sup>st</sup> which was prior to the vote last week. He asked members if Mr. Joyal could be going in another direction after the vote last week. Mr. Bardwell stated again the ad for the bid did not show in Foster's until last Friday. Mr. McBey stated he did not know the politics involved, but stated what Mr. Joyal is doing is not an inappropriate way of doing it. Ms. Grady stated she understands that, but she was just asking Mr. McBey what he thought the time frame would be. Mr. McBey said it could be put together in a month and possibly ready to go out to bid by October 1<sup>st</sup>. Ms. Mebert mentioned Mr. Geuther had a good point on the date of the bid; we really don't know what Mr. Joyal has done since last week's meeting. Ms. Cheney asked about drafting a letter to go to Mr. Joyal with a cc to the Council. Her concern is Mr. Bliss and Mr. Silver are saying not to worry, it might not leak, but no one is certain of it. Mr. Bardwell mentioned the patch job really has not been tested. We have not had a major storm with driving wind and a long period of rain. Until we have rain that lasts 6 or more hours, we really won't know if the patch job is watertight. Dr. O'Connor acknowledged everyone's concern about the roof.

Mr. Bardwell said he would like to make a motion to draft a letter stating the JBC will not sign a contract with their contractor until a copy of the signed contract with the roofing company is received from Mr. Joyal. Mr. Bardwell moved, Carolyn Mebert seconded, to draft a letter to Mr. Joyal with a cc to the Council. An oral **VOTE PASSED: 4/1** (Geuther opposed).

- R. NEXT JBC MEETING:** The next JBC meeting is scheduled for Thursday, September 13, 2007 at 5:00 p.m. in the Superintendent's Office.
- S. ADJOURNMENT:** Carolyn Mebert moved, Doris Grady seconded adjournment of the JBC at 6:40 p.m. An oral **VOTE PASSED: 5/0**

Respectfully submitted,

*Jason Hindle/pb*

Jason Hindle, Chair  
Joint Building Committee  
JH/pb