

**Woodman Park Elementary School Addition & Renovations and SAU Retrofit
Joint Building Committee
Meeting #43
January 17, 2008**

- 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, January 17, 2008 at 5:00 p.m. in the Superintendent's office.
- B. ROLL CALL:** Present were Catherine Cheney, Doris Grady, Carolyn Mebert, and Mark Geuther. Also present were John O'Connor, Superintendent; Michael Bliss, Clerk of the Works; Patrick Boodey, Principal, WPS; John Gamache, Facilities Manger; Steve Silver, Goudreau & Associates; Gary Goudreau, Goudreau & Associates; Keith McBey, BPS and Karen Weston, City Council. Absent was Ray Bardwell.
- C. Approval of Meeting Minutes:** Ms. Cheney asked if there were any questions or comments. Hearing none, Carolyn Mebert moved, Doris Grady seconded approval of meeting minutes for December 6, 2007. An oral **VOTE PASSED: 4/0**
- D. Nomination of Chairperson:** Ms. Cheney stated the City Council would not allow Mr. Hindle to continue on the committee where he is not a resident of Dover. Dr. O'Connor stated Mr. Hindle's situation was a little different from that of Mr. Geuther and Mr. Bardwell where he is no longer a resident of Dover. Ms. Grady stated at the City Council meeting, they stated they didn't want to nominate anyone until they knew what the Joint Building Committee was going to do. She also stated she wanted to wait to nominate a chairperson until all members of the committee were present. Nomination of a chairperson will be addressed at the next meeting.

Woodman Park Elementary School:

E. Emails:

- a. February Asbestos Removal – Parent & Staff Notification: Dr. O'Connor stated there was an issue with the abatement and timing. BPS was originally looking at the February vacation to do the work; however, it is going to take longer than 7 days. Mr. Bliss stated they have always known it was going to take more than 7 days to do the north or "B" wing and there was the need to keep staff and parents informed of what was happening. He said Mr. Boodey has very strong feelings about not having work done during the school day while staff and students are in the building. Mr. Bliss said reps from RPF Associates and Air Quality Experts worked on a schedule for the off hours. He said during the week of February 11th the crew would begin with building the containment areas on the first and ground floor. On the top floor the only asbestos found was in 2 out of 4 areas tested on the floor tiles. They found some of the tiles have asbestos while some of the glue used to put the new tiles onto the old tiles also contained asbestos so a decision was made to remove all tiles on the top floor. The proposal is to remove the non-friable tiles and use a chemical to clean the area. Mr. Bliss explained non-friable as a product that contains asbestos and can be removed without containment because it does not produce fine particulates into the air. The tiles will be pulled up and disposed of as hazardous material. After the top floor has been completed, they will move to the first floor and begin removing the insulation around the pipes, which will be done at night when the building is empty. However, there will be facilities staff in the building from 3:00 p.m. until 11:00 p.m. A quote of an additional \$3,000 over the original cost was given. He said Air Quality Experts did not have any another jobs scheduled for the February vacation so if they fell behind schedule, additional workers could be brought in to help finish the job. Ms. Grady asked if they expected to find more than they originally anticipated. Mr. Bliss said with the south and north wing being symmetrical, they believe they know where it all is, but there could be some hidden areas they won't be aware of until demolition starts. He said there was an area in the central core above the gymnasium that they were looking at doing over the vacation instead of waiting until the summer. These few small isolated areas above the gym have been discussed before and he does not believe they should encounter anything major. Ms. Mebert asked about the non-friable area and what RPF had to say about doing it during the day; Mr. Bliss said it is done all the time and they don't have any concerns about it getting into the air and there will be frequent air quality tests. Dr. O'Connor asked how it would affect the schedule if only part was done during vacation

and the remainder was left until June. Mr. Bliss said it would push the completion of the project to next January. Mr. Bliss said there is a 6' space between the old doors and the central core that could be the only potential for any issues; however, that would be constantly monitored. With this set up they don't have to send samples out for testing, everything is done right on sight. Ms. Grady asked if there was a game plan if the committee didn't approve it tonight. Mr. McBey said they would be "moth balling" the project until the summer and wouldn't have the building back in the fall as wanted. Ms. Cheney asked what areas were going to be done during the night; Mr. Bliss said it was the first floor and lower level. Mr. Geuther asked Mr. Boodey if he was alright with the night plan; Mr. Boodey said he was as long as it is monitored and cleared before the morning. Dr. O'Connor asked if the friable work started the Friday night of vacation and had a double shift working, could all the work get done in 9 days; Mr. Bliss said they should be able, but believes the cost would be more than the \$3,000. Mr. Geuther said if they are able to do double shifts for 9 days, they don't have to worry about removal while the building is occupied. Mr. Bliss said he would get back to the committee with the cost and if it can be done in 9 days, the public can be told there was no removal while the building was occupied. Carolyn Mebert motioned to accept the original proposal unless Air Quality Experts can do the work during the 9 days of vacation week in double shifts for no more than \$8,000.00, Doris Grady seconded. A roll call **VOTE PASSED: 4/0**

- b. Alternate Drainage 1: Mr. Bliss said they deleted all of Alternate 1 on the drainage and had received a credit of \$45,200 less the cost of the drainage structure and installation. Mr. Bliss said this should go in and can go in because it's not part of the wetlands area. There is a total credit of \$25,370. Mr. Geuther asked about the catch basin and charge of \$650. Mr. Bliss said the school owns the catch basin and it wasn't included in the original credit. Carolyn Mebert moved, Mark Geuther seconded approval of the emails. An oral **VOTE PASSED: 4/0**

F. Approvals:

- a. Remote Entry Update – Change Proposal by BPS: Mr. McBey said this has been a confusing issue and change proposal #5 is to get off the intercom system and give Mr. Boodey a remote entry system. Mr. Boodey stated they had it before construction began. He had asked for further clarification and found out it no longer was available. Dr. O'Connor stated he believes it got over looked because the original remote entry was located in the special education office, which is no longer there and that section of the building was supposed to be the SAU offices. Mr. McBey said the cost on change proposal #5 for the remote control entry went from \$2,526 to \$10,180. Ms. Mebert said where the system was in place prior to construction, should it be something charged to the district; Mr. Bliss said the intercom system was how the doors were going to be unlocked, but that has changed. Carolyn Mebert moved, Mark Geuther seconded to accept the revised change proposal #5 for a total of \$10,180. A roll call **VOTE PASSED: 4/0**
- b. Window Treatments: Dr. O'Connor said at the last construction meeting they discussed the new wing has no window treatments and some rooms get very hot. Mr. Goudreau stated this was one of the areas that were valued engineered. Ms. Mebert asked if anyone has looked into a film that can be put on glass. Dr. O'Connor asked Mr. Gamache if he could contact window companies to get prices. Mr. McBey asked if the committee was against putting blinds in the windows. Dr. O'Connor asked if he could get prices on both; Mr. Gamache said he would get quotes for the next meeting. Mr. Geuther asked if this fell over into the renovated space; Mr. Bliss said it did because all window treatments were removed from the school. Mr. Geuther suggested getting prices to do all windows in both the new wing and the original building so this didn't have to be revisited at another time. Mr. Gamache said he would get the number of treatments needed for all windows and get prices for blinds, vertical blinds and the film.

- G. Discussion on the East/West Canopy**: Dr. O'Connor stated at the construction meeting there was a discussion regarding the drain coming off the roof over the stairs. He said there have been issues with the stairs and ice forming from the melting snow and then freezing. He said the new stairs already has 3 cracks on the first step and two of the cracks appear under the scuppers and feels it will be another 2-3 seasons before seeing major failure. Mr. Goudreau stated they began discussing this awhile back on whether to use internal or external drains on the roof. He said an internal drain could have been placed in the center of the canopy which would slope to the center, but this would require heat tape to wrap any enclosed piping (horizontal or vertical) to protect it from freezing. Mr. Goudreau noted that early on Dr. O'Connor suggested having sloping metal in the front of the building, but Mr. Goudreau and other committee members thought this would change the original look of the building too much. He also stated the back scuppers are closer to where people walk than the front ones. In order to keep it simple, external gutters could be put up, but any sort of downspout could plug with ice and then cause a

backup. There is also the additional work of keeping the gutters clean of debris. Heat tape could be put in to the gutters to prevent freezing, but there would be nothing to protect the soffits and he feels it would only work for a few years. Ms. Cheney asked if there was any interim flashing that could pull the water away from the canopy. Mr. Goudreau said there is a flat roof membrane that drains to the scuppers. Ms. Mebert asked if gutters would be more cost effective than other remedial work being mentioned; Mr. Goudreau noted that he thought they would be. Dr. O'Connor asked if Mr. Goudreau & Mr. Silver could think about ways to solve the problem and come back to the committee with some design ideas.

H. Fire Alarm Warranty: Mr. McBey stated during phase 1 of the construction Norris Inc. was the low bidder and thus installed the fire alarm system. However, for phase 2/3 of the construction BK Systems came in as the low bidder and installed the fire alarm system. BK Systems work is touching the work done by Norris Inc. and there was a question on which company would handle the warranty. Consolidated Electric, who hired and has worked on previous jobs with BK System, stated that BK Systems would honor the warranty for the full system, including the work done by Norris Inc. Dr. O'Connor stated this is just information stating there is a warranty for the fire alarm system.

I. Monitor Location in Computer Tech Hub Room – Relocate to another wall: Dr. O'Connor stated Mr. Boodey and Mr. Bliss have talked with the technology people at Woodman and they are requesting additional outlets. Mr. Bliss said "a, b, c & d" on the attached quote from Consolidated Electric relate to the computer lab in the "A" wing. There is a need to have the receptacle space further apart, which is noted in "a". The second item "b" is to change the layout to hang a smart board on the wall. This would mean a couple of workstations would be relocated to allow for 28 stations and allow everyone to see the board. The remainder "c & d" relates to what needs to be done to move the smart board to the back wall. Mr. Bliss said there is also an issue in each of the classrooms where additional receptacles are needed so speakers can be plugged in. The proposed layout is to go into any classroom and completed classrooms would need to be retrofitted. At the construction meeting they also discussed a slightly smaller raceway of 8' versus 10', with the 10' raceway costing \$816.20 per classroom "e". Dr. O'Connor asked how many classrooms this would involve; Mr. Silver said there are 17 rooms for phase 1 and 16 rooms in phase 2/3. Mr. Boodey said all computer stations in the school are currently plugged into surge protectors. Mr. Bliss said the surge protectors are being used as additional outlets, not for surge protection. Dr. O'Connor said everything on the list is around \$18,000 and includes only 16 classrooms in the renovation at \$816.70 each. Mr. Boodey said his priority is the computer lab. Mr. Goudreau said another option for "e" is to add 3 quad outlets versus 4 for the computer monitor and speakers. Mr. Boodey said that wouldn't work because one plug takes up 2 outlet spaces and the wall strip/raceway would alleviate this problem. Mr. Goudreau said depending on how many plugs per station are needed, you could add 12 outlets with 3 quads. Mr. McBey said it would cost approximately \$27,000 for 33 classrooms to be fitted with the raceways. However, he will have RFS look to see if there are any other alternatives. Mr. Geuther asked if "b, c, & d" were needed or were options. Mr. Silver said "a" is to accommodate computer speakers and "b, c, & d" were the request of the techs at the school. Ms. Cheney asked if the power pole wasn't included; Mr. McBey said there is one already in the room; it just needs to be relocated. Dr. O'Connor asked why 2 additional computers were needed in the lab when the largest classroom size is 21-23 students. Mr. Bliss said there are two computers on the wall where they want to place the smart board and they are rearranging the room so all students will be able to see the board. Ms. Mebert asked why the smart board has to be where the computers are already located and why a portable one can't be used. Mr. Goudreau said the smart board was not part of the original plan, but was added later per a separate request from the staff. Mr. Bliss said they thought if it was mounted on the wall it would be a better setup and there wouldn't be time lost moving the board in and out of the room. Ms. Grady asked if this was something that needed to be decided on and done immediately. Mr. Bliss said for the computer room it is urgent because they are trying to occupy the lab by February 2nd. Ms. Cheney asked if the walls were open now and they were going to do drops; Mr. Bliss said what they want to do is add raceways to the wall to allow space for the plugs. He said they are looking at 2 circuits plus 2 drops and 4 power drops and circuits. Mr. Geuther said he would like to go back to Dr. O'Connor's earlier question on why 28 computer stations are needed for class sizes ranging from 21-23 students. Mr. Bliss said he could talk to the techs to see if 26 stations would work. Dr. O'Connor asked about approving the \$5,696.00 for "a, b, c & d" and hold off on "e" until more information is received from RFS. Mr. McBey said he believes item "b" is being driven by copper prices and labor. Mr. Geuther asked if "b & c" was the same thing; Mr. McBey said they weren't because they need to reinstall the power circuits to another location. Mark Geuther moved, Doris Grady seconded approval of "a, b, c, & d".

A roll call **VOTE PASSED: 3/1** (Mebert opposed)

J. Financial Report – Woodman Park School: Dr. O'Connor reported the total budget available as of January 17, 2008 is \$409,901.17. Ms. Grady stated again this was all the monies remaining for the project and asked if replacing the boiler was included; Dr. O'Connor stated monies were already encumbered. Mark Geuther motioned, Carolyn Mebert seconded, to accept the financial report. An oral **VOTE PASSED: 4/0**

K. Payment of Bills:

- a. Bonnette, Page & Stone App #7 (Phase 2/3) dated 11-30-07) for \$518,128.10 (\$545,398.00 less retainage of \$27,269.90; amount being paid \$518,128.10). Mark Geuther moved, Carolyn Mebert seconded payment to Bonnette, Page & Stone in the amount of \$518,128.10. A roll call **VOTE PASSED: 4/0**
- b. New England Interior Specialists, Inc., Invoice #6825 dated 12/20/07 for \$11,082.74. Carolyn Mebert moved, Mark Geuther seconded payment to New England Interior specialists in the amount of \$11,082.74 A roll call **VOTE PASSED: 4/0**
- c. Bonnette, Page & Stone, App #8 (Phase 2/3) dated 12/31/07 for \$434,097.04 (\$455,406.54 less retainage of \$21,309.50; amount being paid \$455,406.54). Carolyn Mebert moved, Mark Geuther seconded payment to Bonnette, Page & Stone in the amount of \$434,097.04 A roll call **VOTE PASSED: 4/0**
- d. Cocheco Printworks, direct payment dated 01/10/08 for \$43.40. A roll call **VOTE PASSED: 4/0**

L. Heat Issue – Ground Floor New Wing: Mr. Bliss said the issue is in the pre-school/kindergarten area and they continue having problems getting the rooms to temperature. They have tried several times resetting the system, but have not been able to tune it in and are continuing to “tweak” the system. He also said there is one room that is always cooler than the others and believes it is because there is no floor above the room and it has an exterior wall. He said all the areas may continue to be an issue until the whole building is up and running. Dr. O'Connor asked if it was a classroom; Mr. Bliss said it is a conference room. Mr. McBey said it is currently being fed through the existing system and thought part of the problem was when they were taking some of the heat while renovating wing “A” but it has turned out that is not the case. Mr. Gamache stated the room is at a minimum of 64.6°.

M. Michael Bliss – Clerk Report: Mr. Bliss said they are planning on swapping the administration area Friday afternoon, February 1st and 2nd. He also stated New England Interior Specialists have supplied the white boards and tack boards for all rooms. However, there are a few rooms that are temporary that Mr. Boodey would like to see have white boards and tack boards along with the conference room, PT and OT rooms. He said the original quote they gave was for \$13,000 and the total came to \$11,082.74; Mr. Bliss said he would get a final count on how many more boards are needed.

Mr. Bliss said he would like to compliment Jim Kimball on the swap from the temporary rooms to the permanent rooms. He said staff was looking for storage containers and was not having much luck. Mr. Kimball got on the phone to a person he went to school with and got milk crates donated for the school. Mr. Geuther than asked how the transition went. Mr. Boodey said the staff worked very hard during the early release day to move everything. He said staff from facilities and other staff members donated their time and had the rooms up and running for the next day. Carolyn Mebert moved, Mark Geuther seconded to accept the Clerk of the Works report. An oral **VOTE PASSED: 4/0**

N. Bonnette, Page & Stone – Progress Report: Mr. McBey said besides what has already been discussed and approved, they are getting mobilized on the top floor of wing “B” for demolition and begin exposing areas before the abatement. Mr. McBey reminded the committee members that the financial report does not show his contingency monies and will have a breakdown of the monies for the next meeting. Carolyn Mebert moved, Doris Grady seconded approval of the progress report. An oral **VOTE PASSED: 4/0**

O. Other: Nothing additional.

SAU Office:

P. CIP Financial – SAU Office: Dr. O'Connor read into record the total balance as of January 17, 2008 as \$485,649.41. Carolyn Mebert moved, Mark Geuther seconded approval of the CIP report.

An oral **VOTE PASSED: 4/0**

- Q. Other:** Dr. O'Connor advised the committee that BPS brought several samples for the SAU office. Mr. McBey said they could set up boards like they did for Woodman Park School for the carpet and paint colors and view at the next meeting. Dr. O'Connor asked the committee if they could vote on having BPS start on the demolition work only just in case there are any roof issues. He said he has gone over many times to make sure there have been no leaks or damage and hasn't seen any. Ms. Grady said no one knows what they are running into at the McConnell Center; she stated it is already \$300,000 in debt and the School Board has been asked to pay the rent up front before moving in. If it is already in debt, what will happen in another year or two and how much money will it cost to rent there? Dr. O'Connor asked if anyone has given any rationale on why it is so far in debt; Ms. Weston stated she had asked for the information, but no one has gotten back to her. Ms. Cheney asked Mr. McBey if the demolition work could be held off any longer. Mr. McBey said it would be nice to start as soon as possible because they are getting close to the date of occupation. Carolyn Mebert moved, Mark Geuther seconded for BPS to begin the demolition work. An oral **VOTE PASSED: 3/1** (Grady opposed)
- R. Next JBC Meeting:** The next JBC meeting is scheduled for Thursday, February 7, 2008 at 5:00 p.m. at the Superintendent's office.
- S. ADJOURNMENT:** Carolyn Mebert moved, Mark Geuther seconded adjournment of the JBC at 7:10 p.m. An oral **VOTE PASSED: 4/0**

Respectfully submitted,

Catherine Cheney/pb

Joint Building Committee, Vice-Chair
Joint Building Committee
JH/pb